

**OFFICE OF THE PRINCIPAL,  
RAJSUNAKHALA COLLEGE**  
Bhakta Vihar, Rajsunakhala, Nayagarh, Odisha-752065

**TENDER CALL NOTICE**

**No-** RC/OHPEE/2024-25/001

**Date:**09/08/2024

Sealed quotations are invited from the intending registered Suppliers / dealers/ firms having valid GST registration/ Tax Clearance Certificate of last three years/ PAN Card for supply of "**Lab Table ,CCTV,Lab Stool, for department of Physics, Chemistry, Botany, Zoology** of reputed brand. Interested bidders may submit their quotations by **Registered Post / Speed Post/Courier only** on or before 30/08/2024 (**5:00P.M**). Quotations received in complete or after scheduled date and time shall be summarily rejected. The details of items, specifications, Terms and Conditions can be obtained from our website [www.rajsunakhalacollege.ac.in](http://www.rajsunakhalacollege.ac.in) or principal office. The Undersigned reserves the right to accept/reject or cancel any or all quotations without assigning any reasons thereof.

  
Principal

Rajsunakhala College, Nayagarh

**ADVERTISEMENT FOR PROCUREMENT OF**  
**"LABORATORY TABLE FOR DEPARTMENT OF PHYSICS, CHEMISTRY,**  
**BOTANY, ZOOLOGY" LAB STOOL, CCTV, MONITER**  
**UNDER**  
**ODISHA HIGHER EDUCATION PROGRAM FOR EXCELLENCE &**  
**EQUITY (OHEPEE),**  
**AT**  
**RAJSUNAKHALA COLLEGE,**  
**RAJSUNAKHALA, NAYAGARH, ODISHA-752065**

Tender Document No :RC/ OHEPEE /2024-25/001

Dated :09/08/2024

Issued by-

**PRINCIPAL**

**RAJSUNAKHALA COLLEGE**

**Bhakta Vihar, Rajsunakhala, Nayagarh, Odisha-752065**

  
09/08/2024

# Session-2024-25

## TENDER FORM

Tender No & Date	RC/OHPEE/2024-25/001 Date:09/08/2024
Name of The Tenderer	Rajsunakhala College, Nayagarh
List of Items	See in <b>Annexure-II</b>
Date of publication of tender notification on official website and newspapers	Date: 10/08/2024
Last date & Time for sale of tender form	Date: 30/08/2024 & Time:02.00 PM
Last date & Time for submission of duly filled in Tender form	Date: 30/08/2024 & Time: 4.00 PM
Pre-Proposal Pre-Bid meeting	Date: 14/08/2024 & Time: 12.00 AM
Date & Time for opening of Tender	Date: 03/09/2024 & Time: 12.00 AM
Place of opening of Tender	Office of the Principal , Rajsunakhala College, Nayagarh
Date and Time of the opening of Technical Bids	Date: 03/09/2024 & Time 12.00 AM
Place of opening of Tender	Office of the Principal, Rajsunakhala College, Nayagarh
Date and Time of the opening of Financial Bids	<b>Shall be intimated separately over email.</b>
Place of opening of Tender	Office of the Principal Rajsunakhala College, Nayagarh
Cost of Tender Form	Rs. 500.00 (Non-refundable) by shape of DD/NEFT In favor of OHEPEE Principal Rajsunakhala college
Earnest Money in Rupees	@ 02% of the Total Quoted value. In favor of OHEPEE Principal Rajsunakhala college
Address/venue for submission/ opening of such proposals.	<b>PRINCIPAL RAJSUNAKHALA COLLEGE Bhakta Vihar, Rajsunakhala, Nayagarh, Odisha- 752065</b>

  
09/08/2024

## CHECK LIST

The tenderers are hereby instructed to arrange and submit the following required documents as per the checklist

**Note – If tender is not submitted in above manner by the tenderer, may be treated as Non-responsive & liable to be rejected**

Sl. No.	Name of Document	Yes/No	Page No
1	CHECK –LIST		
2	Bidder Details ( <b>Annexure-I</b> )		
3	Tender Fee		
4	Earnest Money Deposit (EMD)/ Bid Security		
5	Technical specification with <b>Compliance Statement (Annexure-II) Department Wise</b>		
6	Original Product catalogue for quoted product		
7	Catalogue with Plan Layout of Table & Room		
8	Dealership/ Authorization Certificate (In case of Dealer) -Up to Date		
9	GST Registration Certificate (Odisha State)		
10	PAN Card Copy		
11	Audited Financial Statement of preceding last 03 Financial years		
12	Income Tax return of preceding last 03 financial years		
13	Copy of GSTR-3B Statement for Last Qtr.		
15	Copy of CE Certificate		
16	Copy of ISO- 9001,1400,45001 certificate		
17	Copy of OEM BIFMA Membership only (No Certificate)		
18	Copy of OEM Green Pro Membership only (No Certificate)		
19	Price schedule in prescribed format ( <b>Annexure-III) Department Wise</b>		
20	Self-declaration for not having been black listed ( <b>Annexure-IV</b> )		
21	Guarantee/Warranty ( <b>Annexure-V</b> )		
22	Letter of Willingness ( <b>Annexure-VI</b> )		
23	The tenderer should have minimum 03 nos. of similar work orders during last three years in any of the Government organization Work Experience ( <b>Annexure-VII</b> )		
24	Bank Details of The Bidder ( <b>Annexure-VIII</b> )		
25	Photocopies of the Similar work order Only		
26	Installation report of similar items Only		
27	Original Tender form Duly Signed & Stamp on each Page & Numbering		

Place:

Signature and with seal of tenderer

Date:

  
09/08/2020

## NOTICE INVITING TENDER

The **Principal, Rajsunakhala College, Nayagarh** invites sealed tenders under "**TWO BID SYSTEM**" from reputed suppliers of good standards for selection of a supplier for the purpose of supplying different items to **Principal, Rajsunakhala College, Nayagarh**

### "TWO BIDS SYSTEM"

Tenderer should take due care to submit the tender in accordance with requirement in sealed covers. Bids received shall be evaluated as per the Criteria prescribed in the tender document.

The College will not entertain any modifications subsequent to opening of bids and bids not conforming to tender conditions shall be liable to be rejected. Therefore, bidders are advised to submit their bids complete in all respects as per requirement of tender document specifying their acceptance to all the clauses of Bid Evaluation Criteria, General terms and conditions and compliance to the Scope of Work requirement etc.

i) **Technical Bid** shall consist of all technical details along with commercial terms and conditions.

**AND**

ii) **Financial Bid** shall indicate item-wise price for the items mentioned in the technical bid.

The technical bid and the financial bid should be sealed by the bidder in separate covers duly superscribed as "**Technical Bid**" and "**Financial Bid**" respectively. **Both these sealed covers should then be kept in a bigger cover** which should also be sealed & duly superscribed as "Tender for Supplying (Name of the item) to **Principal Rajsunakhala College, Nayagarh**

**The Letter of Willingness, Tender Fee DD receipts towards cost of Tender form, Check List and the EMD draft should be kept in the Bigger Cover.**

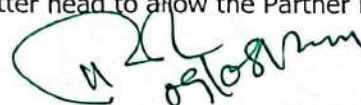
**In case of any clarification required relating to the tender kindly visit at our college in between office hour**

Tender documents for supply of different items can be obtained from college office on all working days between 9A.M. and 1P.M on payment of a non-refundable cost of Tender form of Rs 500/- in the form of a Demand Draft (DD)/ Online (NEFT/IMPS) **Account Name:OHEPEE PRINCIPAL RAJSUNAKHELA COLLEGE, Account No-558010110012342,IFSC CODE-BKID0005580**., The tender document is not transferable to any other person.

### **A.Pre-Qualification Criteria**

The bidder should meet the following pre-qualification criteria:

1. The bidder must be a registered company in India, registered under the Companies Act 1956 and should be in existence since last 5 years or more. Consortium in any form is not allowed.
2. Procurements quantity is not divisible, its work contract for development of Science Laboratory. Expertise /experienced Vendor Should only Quote.
3. The eligibility of the Bidder will be judged basis its own or the OEMs credentials. Hence, in case of bidder is channel Partner, the respective OEM has to authorize in writing on its letter head to allow the Partner in using its credentials for eligibility.



4. OEMs / Channel partners of OEM's can participate in this tender. For execution of orders, OEM may declare in the Manufacturer's Authorization Form its channel partners who will be treated as supplier.
5. Few Items of indigenous nature or quoted should be in INR, more than 1 authorized representative may participate in the same tender and submit their bids on behalf of their OEM/Principal/ Manufacturer if the OEM permits more than one authorized bidder in such a case as per their policy.
6. The OEMs / Channel partners of OEM's should have executed at least Three single order of Value not less than Rs. 15 Lakhs (Rupees Fifteen Lakh Only) or more in last three financial years for supply and installation of Lab Table /Furniture and peripherals in Govt./ Semi Govt Colleges in the state of Odisha.
7. The OEMs / Channel partners of OEM's should have presence in Odisha for last 5 (Five) financial years in the same business area with Odisha GST Number. Documentary evidence with self-attested is to be attached with the bid.
8. The Bidder should have an average turnover should not be less than 50 Lakhs in the last three financial (Audited balance sheet along with CA certificate is to be submitted).
9. The Bidder should have not been banned / black listed as on date by any Government Agencies / Govt. Department/ Quasi Govt Department / PSU / Board/ council or similar organization on grounds of non-performance, fraud practice, financial irregularities. A self declaration on the letterhead of the bidder duly signed and stamped by the Authorised Signatory to be submitted.
10. Tender document must be submitted along with all the relevant documents. This is required to show that the bidder had accepted all the terms and conditions mentioned in this tender document.
10. However, of **Principal Rajsunakhala College, Nayagarh** Authority reserves the right to evaluate the Bidder's performance through the report from any Govt. Department / Quasi Govt. Dept / PSU / Board Council or similar organization at their own discretion or ask the bidder to produce service satisfaction certificate from the customer base mentioned as per above criteria.
11. Technical Brochures/Layout of Room along with Lab table (As per Dept)
12. The bidder should have valid documentary proof of GST registration
13. PAN registration number- Self-Certified Copy of PAN
14. The bidder should submit (self-attested) documentary proof in support of each of the above conditions. The Incomplete offers will be summarily rejected without any further correspondence.
15. Bidders who will qualify basis the above criteria may be called for a technical presentation in order to evaluate the technical understanding and capability of the bidders. Tendering authority has all the rights to reject or select the bidders for further evaluation.
16. Tendering authority reserves the right to accept or reject any or all the offers without assigning any reason.

## **B. LIST OF ITEMS:**

Supply of Laboratory equipment's to **Principal Rajsunakhala College, Nayagarh**. The items have been described in Annexure-I A bidder can submit financial bid for any number of items however care should be taken to submit for accounting units mentioned against each item.

## **C. BIDDER:**

The term Bidder shall mean Company, Firm, Agency or the Individual to whom the Contract is awarded and shall include its/ his/ her/ its heirs and legal representative. Successful Bidder is referred to as "Party" in this tender document.

## **D. EARNEST MONEY DEPOSIT (EMD)**

EMD, otherwise known as Bid Security is to be submitted by the bidder along with the bid in shape of bank draft or Banker's cheque in favour of **Principal Rajsunakhala College, Nayagarh**. No other mode of payment will be accepted amount deposited against any other tender will not be considered for adjustment against this tender

The amount of EMD to be submitted by the bidder shall be **02%** of the estimated value of the item. The Offers not accompanied by the required EMD are liable to be rejected.

- (i) The EMD will be returned to the unsuccessful bidders after expiry of the final bid validity period or within 30 working days from the date of issue of the work order whichever is earlier without any interest and Firms Registered under MSME (for Odisha State Only) are exempted from Submitting EMD. Bid security declaration should be provided along with MSME /Start-up proofs.

#### E. MODE OF PAYMENT

- (i) Payment shall be made through NEFT/ RTGS transfer only after satisfactory supply of the said items.  
(ii) The principal shall be at liberty to withhold any of the payments in full or in part.  
(iii) No advance payment will be made in any case  
(iv) The 100% payment shall be given within 30 days after satisfactory installation of the equipment / material supplied & necessary training of operating personnel.

#### F. MODE OF SUBMISSION OF TENDER

- A. Tender should be submitted by tenderer in prescribed form.  
B. Tenderer should submit their offer in two parts as under:  
(a) Technical Bid, consisting of technical details, drawing/catalogues/ brochures, data sheets or models etc. **(Annexure-II)**  
(b) Financial Bid on prescribed format attached with the tender document **(Annexure-IV)**  
C. Proposals complete in all respect should be submitted to the **Principal Rajsunakhala College, Nayagarh**, through **Speed Post/ Registered Post/Courier** only. Delivery in person shall not be accepted.  
D. All details asked for in the Annexure(s) should be properly filled in and each page of tender should be Stamped & Signed by the tenderer. Failure to attach Annexure required may invalidate the tender.  
E. Any tender which is not found in the proper form or is received late due to postal delay or otherwise shall in no case be accepted.  
F. The bidder is expected to examine all instructions, forms, terms and specifications in the bid document. Failure to furnish all information required as per the tender document or submission of bids not substantially responsive to the bidding document in every respect will be at the bidder's risk and may result in rejection of the bid.  
G. Offers should be typed and Price be quoted in words as well as in figures. In case of any discrepancy or variation in between figures and words is found, the offer in words shall be finally acceptable. Disagreement with this provision shall entail the bid as non-responsive and subsequently rejected.  
H. Tender documents are not transferable.  
I. Incomplete tenders or tender received after due date and not accompanied with earnest money deposit shall be rejected.  
J. In no case the bidding manufacturer or the bidder, otherwise can authorize any other agency whatsoever to supply the items to purchaser and receive payment in respect thereof.  
K. No amendment or supplementary attachment in the bidding document shall be allowed or entertained after the bid having been submitted to the purchaser. No representation there to at any stage shall be entertained.  
L. **Principal Rajsunakhala College, Nayagarh** reserves the right to reject any or all offers or increase/decrease in quantities, call for acceptance the offer in full or in part, without assigning any reasons thereof.  
M. ISO certified Company should have established service team & network across the state.  
N. The principal is not bound to accept the tender quoting the least in the financial bid. The principal reserves the right to place order for a part of the quantity offered. The rates quoted by the bidder shall be valid for any such part.  
O. They should be registered for GST/CST/ST and should enclose copies of relevant certificates.  
P. Tenderer will have to produce all these original documents at any time as deemed by the Institute.

#### G. ADDITIONAL TERMS & CONDITIONS

Bidders are requested to follow the below mentioned instructions:

The Projects are to be implemented on a turnkey basis in all the Science Department as given below. The successful bidders are responsible for supply including installation.

1. Should not have been blacklisted by any State Govt. / Central Govt. / PSU India. A self-declaration is required as per **Annexure IV**.

2. Supplier /OEM must have Quality Certificate of any ISO- 9001,1400,45001 certificate.
3. The bidder should quote for all packages the items as per technical specification mentioned in **Annexure II**. The list of items available with the tenderer. Original Technical Catalog as Proof of Technical Specification should be enclosed by Bidder; merely Copy & Paste of Technical Specification will be outright Rejected.
4. The bidder should compile as per **Annexure II**, duly filled in, signed and complete in all respects. No alteration / modification in the format shall be permitted.
5. A self-declaration that the tenderer has not been blacklisted by any State Government/ / Central Govt. / PSU in India as per **Annexure IV**.
6. Performance Statement- **Annexure-V**
7. If any Technical conflict arises while evaluating the Technical Bid, **Principal Rajsunakhala College, Nayagarh** may ask for **Live Video Call/ Completed project Site visit** of same product.
8. Method of selection **-Least Selection Method**, Total Bid evaluation means Any bidder who wants to quote will quote each Annexure with Section (if Any)- Completely. Preference will be Given the party who will quote Maximum Number of products against each Section/Annexure as per Tender.
9. Procurements quantity is not divisible, its work contract for development of Science Laboratory.
10. Warranty minimum 1 year. Bidder should quote separately for AMC charges for next 03 years (For Science Lab Table).
11. Copy of Up to date GSTR -3B Statement ( 1st Quarter of FY 24-25 ) and last 3Years Audited Balance Sheet & Profit loss Annual Turn Over Should not be less than 1Cr./Turn Over Certificate Proof Required.
12. The vendor should provide the satisfactory training to our technical staff after installation/commissioning.
13. The OEM/Bidder should have after sales & Service Centre with GST Registration in the state of Odisha. Details address should have mentioned.
14. Supplier/Bidder/OEM Should have quality Certificate such as ISO /NABL and CE certificate for Laboratory Equipment's and BIFMA & Green Pro Membership for Practical Laboratory Table / Demonstration Table, Stools etc. copy to be Enclosed
15. Drawings / Images are Mandatory for Lab Table/ Work Stations/ Teachers Table
16. Few Items of indigenous nature or quoted should be in INR, more than 1 authorized representative may participate in the same tender and submit their bids on behalf of their OEM/Principal/ Manufacturer if the OEM permits more than one authorized bidder in such a case as per their policy.
17. Valid copy of Manufacturer License, Income Tax Return, GST Certificate must be submitted by the OEM
18. For Lab Table OEM must have in house facilities of CNC Machines & Automation Painting facility as per Modern Facility for Lab Table & Furniture. (Declaration of the same to be attached with the technical bid).
19. OEM/bidder must submit order copies along with Installation Report of 70% quoted products from any Govt/Aided Institute of Odisha.
20. The department can ask for physical Demonstration to ensure the equipment quality (If required) / Original Site Visit Where Past project successfully completed. If any expense occurs it will be borne by Bidder
21. If any Violation found at the time of Technical Evaluation, the bid will be terminated
22. Failure to comply with the conditions will result in forfeiting of the tender. Please cross out any mistakes and rewrite the same and countersign.
23. Cost involved in submitting the bids, attending the tender opening meeting, arrangements for the demonstration /presentation etc. shall be borne by the bidder.



24. No tenderer shall be allowed to withdraw the tender rates after opening of the tender. If any tenderer withdraws the rates, the EMD amount deposited by him shall be forfeited and he shall be disqualified from participating in any future tender of the Institute.
25. Rates should be offered unconditionally and if rates are submitted with any condition the tender shall be rejected.
26. Tenderer shall have to quote item wise rates; consolidated rates shall not be considered and tender shall be liable to be rejected out rightly.
27. Tenderer/Manufacturer should have extensive **experience of at least 05 years** of designing, manufacturing, Supplying, installation and commissioning of the required item.
28. It is a compulsory requirement that the items offered make and model, as quoted by the bidder must be supplied, installed and must be in good working condition.
29. Tenderer should quote for the whole set of items required and should be willing to undertake responsibility of commissioning, warranties and after sales service. Part offer/offers not as per given specification will not be considered.
30. Tenders should comply all the terms and conditions given in the tender document and be quoted for the specification given in the tender documents.
31. Notwithstanding anything stated herein above, the principal reserves the right to assess the tenderer capability and capacity to perform the contract, should the circumstances warrant such assessment.
32. In case any part of the equipment supplied being found to be non-functional the entire unit of equipment shall be taken as non-functional
33. The principal reserves the right to change the quantity/ upgrade the criteria/ drop any item or part thereof/ extension of delivery date at any time before placing the purchase/ work/ supply order.
34. Right of Acceptance: The college authority is not bound itself to accept the lowest tender. It is the sole discretion of the principal to place order for better quality.
35. Signing of Tender: The individual signing the tender (or the documents in connection with it) must specify whether he/she is signing as:
  - A. A sole proprietor of the farm, or constituted attorney of such proprietor.
  - B. A partner of the farm, if it be a partnership, in which case he/she must have the authority to refer to arbitration, disputes if any, concerning the business of the partnership, either by virtue of the partnership agreement or power of attorney.
  - C. Authorized signatory of the farm, if it is a company, a letter of the authority in this respect must be closed along with the bid.
  - D. A person signing the tender form or any part thereof, on behalf of another, shall be deemed to warrant that he/she has the authority to bind the other and if on inquiry it appears that the person so signing has no authority do to so, Principal may without prejudice to other Civil and Criminal remedies, cancel the contract and hold the signatory liable for all costs and damages.

## H. PRICES

Farm will submit the prices (all inclusive) for each item to be quoted on prescribed format attached with the tender document including charges for installation and commissioning with at least One year (12 months) Warranty from the date of satisfactory installation and commissioning of the equipment. The installation will include the mechanical, civil, electrical, furnishing work (if any) required at site. The tenderer should take care that the rates and amounts are written in such a way its mis interpretations not possible.

The price ranking will be carried out as under:

1. The prices of optional items if not required as per technical specifications will be excluded for ranking purpose.

Handwritten signature and date: 09/10/2024

2. The ranking will be determined as under. Total Price (Cost) = Price quoted with all accessories as per technical specifications along with all the taxes and charges (if any). All these calculations must be clearly written by the bidder in price bid.
3. Offer with any price variation clause will not be accepted. The rates quoted in ambiguous terms such as "Freight on actual basis", "taxes as applicable extra" or "packing & forwarding extra" will render the tender liable for rejection.
4. G.S.T. as applicable must be reflected in the financial bid and the tax amount is to be clearly indicated separately but included in the lump sum price.
5. Bids shall be accepted with price quoted invariably in Indian Currency.
6. No increase in price shall be allowed even if claimed on the grounds of any statutory increase or fresh imposition of any other tax later.
7. Discount, if any, offered by the bidder shall not be considered unless specifically indicated in the price schedule and shall be taken into account for consideration only if it is quoted clearly with net price taking all such factors like discount, free supply etc. to arrive at net price.
8. Prices: The tenderer are required to quote as per "Annexure" (Financial Bid) in a Separate Envelope. The rates quoted shall include the cost of Material, labour, Transport & Packaging etc., as required for the completion of work.

#### I. VALIDITY OF BID:

The bid will remain valid for 3 months from the date of opening of financial bid. The quoted price will remain firm and in case of acceptance of the tender the prices will remain firm till execution of the complete order and will not be subject to the price escalation on any account whatsoever.

#### J. TECHNICAL PREFERENCE BID EVALUATION PROCESS

Sl. No	Description	% Weightage
1	GENERAL DOCUMENTS (GST/VAT/PAN/ITR)	10%
2	EMD/TENDER FEES	10%
3	ISO/CE or any Quality Certificate	10%
4	MSME UDYOG AADHAR /SSI Certificate	10%
5	TECHNICAL CATALOG/ LITERATURE/DRAWINGS /	10%
6	LIVE DEMONSTRATION/ PROJECT SITE VISIT (if required)	20%
7	PO COPY (CENTRAL INST/ RESEARCH INST/ UNIVERSITIES (UGC) / RUSA COLLEGES WITH INSTALLATION COPY	10%
8	AFTER SALES CAPACITY / (PROOF) SERVICE WORK ORDER COPY	20%

- A. Tenderer/Manufacturer should have extensive experience of at least 05 years of designing, manufacturing, Supplying, installation and commissioning of the required item.
- B. It is a compulsory requirement that the items offered make and model, as quoted by the bidder must be supplied, installed and must be in good working condition.
- C. Tenderer who have their own sales and service station (With GST Registration) in Odisha should only quote.
- D. Tenderer should quote for the Complete Experiments only as per ANNEXURE-II
- E. should be quoted separately. No Alternative Model is acceptable and also should be willing to undertake responsibility of commissioning, warranties and after sales service. Part offer/offers not as per given specification will not be considered.
- F. Tenders should comply all the terms and conditions given in the tender document and be quoted for the specification given in the tender documents and must have enclosed Tender Compliance Statement..
- G. Notwithstanding anything stated herein above, the principal reserves the right to assess the tenderer capability and capacity to perform the contract, should the circumstances warrant such assessment.

#### K. FINANCIAL BID EVALUATION & AWARD OF CONTRACT

- A. Least Cost Selection Method" will be followed. (Technically Evaluated "L1"), Preference will be given those have quoted Maximum number of Items.
- B. The firm, who will Technically Qualified in Technical bid evaluation with lowest financial Process, shall be declared as the eligible bidder and shall be communicated for further process leading to issue of "Supply Order".
- C. The eligible bidder will be intimated by the principal by email/ speed post and will be asked to acknowledge the "Letter of Intent (LoI)/ Work Order" and to submit the "Performance Security" within 21 days of issuance of intimation by the principal in shape of DD/BG .
- D. The "Performance Security" is unconditional and irrevocable.

- E. Performance Security must remain valid till warranty period of the goods.
- F. After receipt of the "LoI" or after issue of work order if due to any reason(s) the eligible bidder withdraws its willingness to supply the required goods then the EMD/Performance Security deposited by the same farm will be forfeited by the principal and farm securing the next eligibility position in the financial bid will be awarded with contract, after submission of the required Performance Security amount & EMD.
- G. Once the Supply Order is issued by the college, the concerned farm must supply and install the required number of items within **30 days** from the date of issue of the supply order. No further time will be allowed without any valid reason and without prior approval of the same from the principal.

**L. TEST AND INSPECTIONS**

Upon completion of the installation work, the tenderer/supplier shall facilitate inspection of the equipment by the principal or his authorized representative, to inspect & test the equipment and to confirm that they are installed in conformity to the required specifications and are serving the desired purpose. Any defect or failure to serve the desired purpose, discovered during the inspection will be promptly rectified and made good to the satisfaction of the principal or his authorized representatives.

**M. GUARANTEE/ WARRANTY (Annexure-V)**

The tenderer shall furnish along with their quotations the under noted Guarantee/Warranty:

- A. The Guarantee/ Warranty shall be for a period of at least 12 months from the date of satisfactory installation and handing over the equipment and of works conducted there with covered under the contract in working order. During the guarantee period the replacement of any part(s) of the equipment or rectification of defect of works will be free of cost. If the down time exceeds seven consecutive days at any one time, the guarantee period will be extended beyond aforesaid 12 months by a duration equal to the total down time during the period of warranty.
- B. The tenderer should produce written guarantee stating that the equipment being offered is latest model and that spares for the equipments will be available for a period of at least five years after its supply to the purchaser.
- C. The tenderer whose tender is accepted shall furnish the warranty (Where Ever Applicable) in **Annexure-V** Along with Bill.
- D. The manufacturer and the tenderer should guarantee the entire unit against defects of manufacture, workmanship and poor quality of components.
- E. The tenderer shall bear all cost of such replacement, including freight, if any, of such replace or repaired equipment and/or other articles but without being entailed to any extra payment on that or any other account. All documents required for replacement in part/parts will be made available by the indenter.

**N. TRAINING OF PERSONNEL**

The successful tenderer will be required to undertake to provide training for personnel, involved in the use of equipment at site.

**O. LEGAL JURISDICTION**

All questions, dispute of difference arising under out of or in-connection with the contract if concluded shall be subject to the exclusive jurisdiction of the court within **Nayagarh**.

**P. FRAUD AND CORRUPTION**

It is required that the purchasers as well as bidders/ suppliers observe the highest standard of ethics during the process of procurement and execution of contracts. In pursuance of this policy, the purchaser defines for the purpose of this provision the terms set forth below as follows:

- A. "Corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in execution of contract.
- B. "Fraudulent practice" means a misrepresentation of facts and/or concealment of facts in order to influence the procurement process or the execution of a contract to the detriment of the purchaser, it includes collusive practices among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive level sand to deprive the purchaser from the benefit so free and open competition.
- C. In case of above forbidden practices adopted by any farm being detected, the purchaser shall have right to declare the farm in eligible and subsequently debar the farm either for an indefinite period or for a stated period of time for participation in any tender, award of contract and initiate appropriate legal action as per court of law.

A handwritten signature in black ink, appearing to be 'S. S. S.', is written over the date '09/08/2024'.

## ANNEXURE-I

**BIDDER DETAILS**

SI No	Particular	Details
1	Name of the Firm /Agency/Company	
2	Registered Office Address & Complete Postal Address	
3	Telephone Number, E-mail id and Website details	
4	Contact No. of Authorized Signatory	
5	Name of Authorized Signatory (In Block Letter)	
6	Type of Firm (Proprietary/Partnership/Pvt.Ltd/ Public Ltd)	
7	Date of Establishment and Experience in business (in number of years)	
8	G.S.T. Registration No.	
9	PAN No.	
10	Details of Tender Fee Deposit i.e Draft No. Date and bank name	
11	Details of Earnest Money Deposit i.e Draft No. Date and bank name	
12	Yearly turnover of the organization during Last 3 years (year wise) and furnish audited balance sheet & profit and loss A/C for the last 3 years 2020-21,2021-22,2022-23	
13	Annexure VIII performance /Work Experience of organization	

Place:

Signature and with stamp of tenderer

Date:



ANNEXURE-II

## TECHNICAL COMPLIANCE SHEET (DEPARTMENT WISE)

To,  
The Principal  
Principal Rajsunakhala College  
Bhakta Vihar, Rajsunakhala, Nayagarh, Odisha-752065

Sub: Technical Compliance for the Department of \_\_\_\_\_

Tender Ref :

Dear Sir,

I, the undersigned, offer to participate in the selection process to select supplier for  
"Laboratory Table for department at the college, in accordance with your Tender No:

I am here by submitting Technical Proposal, which includes EMD, Technical Proposal and Financial Proposal sealed in separate envelopes. I, hereby declare that all the information and statements made in the Technical & Financial Proposals are true and correct. I accept that any misinterpretation contained in it may lead to disqualification of my proposal.

I hereby unconditionally undertake to accept all the terms and conditions as stipulated in the Tender No document. In case any provision of this Tender are found violated, then your College shall without prejudice to any other right or remedy be at liberty to reject our proposal including forfeiture of the full said earnest money deposit absolutely.

Sl No	Item Name	Tender specification	Bidder/Vendor Specification	Make & Model	Compile (Yes/No)	Any Deviation
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						

**N.B:**

1. Each item should complete in all respect b. it should be enclosed
2. Technical Catalogue/Leaflet/Drawing in Technical Bid along with other necessary documents.

Place:

Signature and with seal of tenderer

Date:



**ANNEXURE-III**

**FINANCIAL BID SUBMISSION FORM  
(DEPARTMENT WISE)**

To,  
The Principal,  
Principal Rajsunakhala College  
Bhakta Vihar, Rajsunakhala, Nayagarh, Odisha-752065

Sub: Submission of Financial Proposal for \_\_\_\_\_

Tender Ref :

Dear Madam/Sir,  
I, the undersigned, here by submitting the Financial Proposal to select supplier for "Supply of Laboratory Equipments/Apparatus" at the college in accordance of

I, hereby declare that all the financial figures mentioned the Financial Proposal is true and correct. I also accept that any misrepresentation of financial facts and figures may lead to disqualification of my proposal

SI No	Name of the items/ Equipment	Company/ Make	Qty	Unit rate in fig. (Rs.)	Total Rs.
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
Total					
GST					
Grand Total					

(Total Rupees in words.....)

Price: - Total price should be inclusive of all taxes. Items quoted must be as per the specifications given in enclosed Annexure-I

- N.B:**
- Separate Annexure-III to be attached for Each Department.
  - Alternative Make/Models strictly prohibited.
  - Optional items strictly prohibited,
  - Each item should complete in all respect

Place:

Signature and with seal of tenderer

Date:



ANNEXURE-IV

## SELF DECLARATION CUM UNDERTAKING

To,  
The Principal  
To,  
The Principal  
Principal Rajsunakhala College  
Bhakta Vihar, Rajsunakhala, Nayagarh, Odisha-752065


Dear Sir/Madam,

It is certified that my Farm/ Agency/ Company Name: \_\_\_\_\_ has never been **black listed** by any of the Departments/ Autonomous Institutions/ Universities/ Public Sector Undertakings of the Government of India or Government of Odisha or any other State Government or reputed educational institutions and no criminal case is pending against the said Farm/ Agency/ Company as on date \_\_\_\_\_.

Place:

Signature and with seal of tenderer

Date:

  
09/08/2020

## ANNEXURE-V

**GUARANTEE / WARRANTY**

To,  
The Principal  
Principal Rajsunakhala College  
Bhakta Vihar, Rajsunakhala, Nayagarh, Odisha-752065

Dear Sir/Madam,

I/We hereby declare that the equipments and other articles supplied to the purchaser under this contract shall be of the best quality and workmanship and are strictly in accordance with the specification and particulars contained/mentioned in the clause hereof and I/we hereby guarantee that the said equipment and other articles confirm to the description and quality aforesaid.

The purchaser will be entitled to reject the said equipment and other articles as may be discovered not to confirm to the said description and quality. On such rejection the equipment and other articles will be returned in own risk and all the provision herein contained relating to rejection thereof shall apply. I/we shall, if called upon to do so, replace within a period of 14 days or such further period that be extended from time to time by the purchase at his discretion, and an application made thereof by us, the equipment and other articles as are rejected by the purchaser and in such an event the above mentioned Warranty shall apply to the equipment and/or other articles replaced from the date of replacement thereof, otherwise the tenderer shall pay to the purchaser such damages as may arise by reason of therein contained without prejudice to any other right of the purchaser in that behalf.

The equipment being offered is latest model and that spares for the equipments will be available for a period of at least five years after its supply to the purchaser.

The Guarantee/ Warranty shall be for a period of at least 12 months from the date of satisfactory installation and handing over the equipment and of works conducted there with covered under the contract in working order. During the guarantee period the replacement of any part(s) of the equipment or rectification of defect due to manufacturing of works will be free of cost. If the down time exceeds seven consecutive days at any one time, the guarantee period will be extended beyond aforesaid 12 months by duration equal to the total down time during the period of warranty.

Place:

Signature and with seal of tenderer

Date:

A handwritten signature in green ink, followed by the date '09/08/2024' written in the same color.

## LETTER OF WILLINGNESS

To,  
The Principal  
Principal Rajsunakhala College  
Bhakta Vihar, Rajsunakhala, Nayagarh, Odisha-752065

Sub: Submission of willingness certificate to supply/ install (name of the item/items) at your college premise.


Dear Sir/Madam,

I am to inform you that my farm (name of the farm with address) is ready to **supply/ install (name of the items)** within the specified period of receipt of work order from the college, if my farm is selected as eligible bidder during the selection of tender. I am willing to accept all the clauses of Bid evaluation criteria, general terms and compliance to the scope of work requirement as mentioned in the Tender form. If my farm fails to supply and install the required items in the quoted price, my EMD/ performance security will be forfeited.

Place:

Signature and with seal of tenderer

Date:



## ANNEXURE-VII

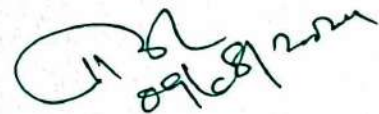
**PAST WORK EXPERIENCES**

Work of Similar nature of value not less than (10 Lakhs) over the last 3 years						
Sl. No.	Name & Address Of The Colleges	List Of Items Supplied	PO No & Date	Total Value of Item Supplied	Date Of Supply	Contact No of Concern Person
1						
2						
3						
4						
5						

Place:

Signature and with seal of tenderer

Date:



Handwritten signature and date: 09/08/2024

## ANNEXURE-VIII

**BANK DETAILS OF THE BIDDER**

SI No	Particulars	Details
1	Account Number	
2	Name of A/C Holder	
3	Name of the Bank & Branch	
4	Address of the Branch	
5	IFSC Code	
6	MICR code	
7	Account Type	
8	Contact No. of the Branch	

I /we hereby declare that the particulars given above are correct and complete.

Place:

Signature and with seal of tenderer

Date:

  
07/08/2011

**EXPERIMENTAL TABLE  
FOR  
PHYSICS, CHEMISTRY, BOTANY& ZOOLOGY LAB**

Sl. No.	Items Details	Technical Specifications	Qty
01	Demonstrator Table for Laboratory	<p><b>Table Size - 10x5x3</b> Structure made out of 0.70mm thick CRCA made out Tata /Bhusan/ Sail with all MS Pipe Structure with 25x25x1.2 MM thick Made of Tata/Bhusan/Apollo/ Nezone.) Material: Steel , Top shall be made of 15MM thick granite of colour All complete M.S. material of cabinet should be pre- treated (degreased, Zinc phosphate) and epoxy powder coated for better corrosion resistance. The thickness of powder coat should be 45-50 microns, which passes the test of Salt Spray for 1000 hours. It should have a high temperature withstanding capacity with excellent electrical insulation properties, LH/RH side panels. Top cover panel. All Panel cutting should be CNC Cutting without any error.Top unit should be Granite as per SEFA- 2016 standard.</p> <p>There Shall be arrangement of <b>2 box(cupboard)</b> with <b>4 Nos of Drawer</b> along with lock <b>Handle:</b> Grooving System CRCA</p>	4 Nos
02	Practical Laboratory Table for Physics	<p>ISLAND Lab Table 10x4x3 ft Structure made out of 0.80mm thick CRCA made out Tata /Bhusan/ Sail with all MS Pipe Structure with 25x25x1.2 MM thick Made of Tata/ Bhusan/Apollo/ Nezone. There shall be Box arrangements for Both side of Use, <b>2 cupboards</b> with <b>4 Nos of Drawer, Electrical Socket Panel Unit -Top fixed on Granite</b> with 15Amp Socket 8 Nos of Cona/ ROMA/ Havels top shall be made of 15mm thick Black granite. Asian Paints /Equivalent, with complete M.S. material of cabinet should be pre- treated (degreased, Zinc phosphate) and epoxy powder coated for better corrosion resistance. The thickness of powder coat should be 45-50 microns, which passes the test of Salt Spray for 1000 hours. , It should have a high temperature with standing capacity with excellent electrical insulation properties, LH/RH side panels, shutter front, Bottom panel, Top front, Drawer separator, shelf, Alignment channel is of 1.2mm, removable facility should be provided Back panel, Shutter cover, Fr. Rack strip, Top cover panel. Top unit should be Granite as per SEFA- 2016 standard. <b>Handle:</b> Grooving System CRCA, <b>Lock:</b> Units have a locking facility <b>Hinges:-</b>SS Hinge Screw-SS304. PVC Tap should have a high temperature withstanding capacity with excellent electrical insulation properties, shutter front, Bottom panel, Top front, Drawer separator, shelf, Alignment channel is of 1.2mm, removable facility should be provided Back panel, Shutter cover, Fr. Rack strip, Top cover panel. Top unit should be Granite as per SEFA-2016 standard. There shall be Box arrangement both the side with 1 Shelf inside made out of 0.70 MM CRCA &amp; Power Socket. CRCA Pure Epoxy coated Mild Steel. All Fittings Must have Godrej/ EBCO/Hafele/Hettich. <b>Schematic wall drawing</b> of Relevant Physics Topic with respect to Department 4*2 &amp; 4X 2.5ft on Sun board</p>	4 Nos
03	Practical Laboratory Table for Chemistry	<p>ISLAND Lab Table 10x4x3 ft Structure made out of 0.80mm thick CRCA made out Tata /Bhusan/ Sail with all MS Pipe Structure with 25x25x1.2 MM thick Made of Tata/ Bhusan/Apollo/ Nezone. There shall be Box arrangements for Both side of Use, <b>2 cupboards</b> with <b>4 Nos of Drawer, Reagent Rack with Chemical Free SS Basin with Swan type Tap -Top fixed on Granite</b> with 15Amp Socket 8 Nos of Cona/ ROMA/ Havels top shall be made of 15mm thick Black granite. Asian Paints /Equivalent, with complete M.S. material of cabinet should be pre- treated (degreased, Zinc phosphate) and epoxy powder coated for better corrosion resistance. The thickness of powder coat should be 45-50 microns, which passes the test of Salt Spray for 1000 hours. , It should have a high temperature with standing capacity with excellent electrical insulation properties, LH/RH side panels, shutter front, Bottom panel, Top front, Drawer separator, shelf, Alignment channel is of 1.2mm, removable facility should be provided Back panel, Shutter cover, Fr. Rack strip, Top cover panel. Top unit should be Granite as per SEFA-2016 standard. <b>Handle:</b> Grooving System CRCA, <b>Lock:</b> Units have a locking facility <b>Hinges:-</b>SS Hinge Screw-SS304. PVC Tap should have a high temperature withstanding capacity with excellent electrical insulation properties, shutter front, Bottom panel, Top front, Drawer separator, shelf, Alignment channel is of 1.2mm, removable facility should be provided Back panel, Shutter cover, Fr. Rack strip, Top cover panel. Top unit should be Granite as per SEFA-2016 standard. There shall be Box arrangement both the side with 1 Shelf inside made out of 0.70 MM CRCA &amp; Power Socket. CRCA Pure Epoxy coated Mild Steel. All Fittings Must have Godrej/EBCO/Hafele/Hettich <b>Schematic wall Drawing</b> of Relevant Chemistry Topic with respect to Department 8x4 ft / 4*2 &amp; 4X 2.5ft on Sun board</p>	4 Nos

04	Practical Laboratory Table for Botany	ISLAND Lab Table 10x4x3 ft Structure made out of 0.80mm thick CRCA made out Tata /Bhusan/ Sail with all MS Pipe Structure with 25x25x1.2 MM thick Made of Tata/ Bhusan/Apollo/ Nezone. There shall be Box arrangements for Both side of Use, <b>2 cupboards with 4 Nos of Drawer, Reagent Rack with Chemical Free SS Basin with Swan type Tap -Top fixed on Granite</b> with 15Amp Socket 8 Nos of Cona/ ROMA/ Havels top shall be made of 15mm thick Black granite. Asian Paints /Equivalent, with complete M.S. material of cabinet should be pre- treated (degreased, Zinc phosphate) and epoxy powder coated for better corrosion resistance. The thickness of powder coat should be 45-50 microns, which passes the test of Salt Spray for 1000 hours. , It should have a high temperature with standing capacity with excellent electrical insulation properties, LH/RH side panels, shutter front, Bottom panel, Top front, Drawer separator, shelf, Alignment channel is of 1.2mm, removable facility should be provided Back panel, Shutter cover, Fr. Rack strip, Top cover panel. Top unit should be Granite as per SEFA-2016 standard. <b>Handle:</b> Grooving System CRCA, <b>Lock:</b> Units have a locking facility <b>Hinges:-</b> SS Hinge Screw-SS304. PVC Tap should have a high temperature withstanding capacity with excellent electrical insulation properties, shutter front, Bottom panel, Top front, Drawer separator, shelf, Alignment channel is of 1.2mm, removable facility should be provided Back panel, Shutter cover, Fr. Rack strip, Top cover panel. Top unit should be Granite as per SEFA-2016 standard. There shall be Box arrangement both the side with 1 Shelf inside made out of 0.70 MM CRCA & Power Socket. CRCA Pure Epoxy coated Mild Steel. All Fittings Must have Godrej/EBCO/Hafele/Hettich. <b>Schematic wall drawing</b> of Relevant Botany Topic with respect to Department 4*2 & 4X 2.5ft on Sun board	4 Nos
05	Practical Laboratory Table for Zoology	ISLAND Lab Table 10x4x3 ft Structure made out of 0.80mm thick CRCA made out Tata /Bhusan/ Sail with all MS Pipe Structure with 25x25x1.2 MM thick Made of Tata/ Bhusan/Apollo/ Nezone. There shall be Box arrangements for Both side of Use, <b>2 cupboards with 4 Nos of Drawer, Reagent Rack with Chemical Free SS Basin with Swan type Tap -Top fixed on Granite</b> with 15Amp Socket 8 Nos of Cona/ ROMA/ Havels top shall be made of 15mm thick Black granite. Asian Paints /Equivalent, with complete M.S. material of cabinet should be pre- treated (degreased, Zinc phosphate) and epoxy powder coated for better corrosion resistance. The thickness of powder coat should be 45-50 microns, which passes the test of Salt Spray for 1000 hours. , It should have a high temperature with standing capacity with excellent electrical insulation properties, LH/RH side panels, shutter front, Bottom panel, Top front, Drawer separator, shelf, Alignment channel is of 1.2mm, removable facility should be provided Back panel, Shutter cover, Fr. Rack strip, Top cover panel. Top unit should be Granite as per SEFA-2016 standard. <b>Handle:</b> Grooving System CRCA, <b>Lock:</b> Units have a locking facility <b>Hinges:-</b> SS Hinge Screw-SS304. PVC Tap should have a high temperature withstanding capacity with excellent electrical insulation properties, shutter front, Bottom panel, Top front, Drawer separator, shelf, Alignment channel is of 1.2mm, removable facility should be provided Back panel, Shutter cover, Fr. Rack strip, Top cover panel. Top unit should be Granite as per SEFA-2016 standard. There shall be Box arrangement both the side with 1 Shelf inside made out of 0.70 MM CRCA & Power Socket. CRCA Pure Epoxy coated Mild Steel. All Fittings Must have Godrej/EBCO/Hafele/Hettich. <b>Schematic wall drawing</b> of Relevant Zoology Topic with respect to Department 4*2 & 4X 2.5ft on Sun board	4 Nos
06	Lab Stool	Materia: Steel MS frame Made out of 25 OD 1.6 MM thick MS round pipe with top made out of SS	128 Nos
07	CCTV Monitor	Moiniter-32-1No Camera-2Mp (10Nos) Harddisk-6TB-1No NVR -16 Channel-1No Connection with Accessories	1 Set

**Note-** Bidder should quote accordingly to Room Size (32X23) and Clear Floor lay out Required along with Technical proposal.

*Handwritten signature and date: 09/08/2024*