



**TENTULIA SASAN DEBASTHAN COLLEGE,
BIJAYA DHANURJAYA PUR, GANJAM, ODISHA, 761120**

No. TSD/ OHEPEE/ 2021/ 02

B. D. Pur, Date: 20/04/2021

Issued by : **PRINCIPAL,
TENTULIA SASAN DEBASTHAN COLLEGE,
BIJAYA DHANURJAYA PUR, GANJAM, ODISHA**

SCHEDULE OF TENDER

Tender No.	TSD/OHEPEE/2021/01
Name of the tender issuer	Principal, Tentulia Sasan Debasthan College, B. D. Pur, Gm
Scope of Work	Lab Equipments / CBCS Reference Books / Projectors (OHP) / Water Purifier / Laser Printer (All in One) /Water Distiller Plant – Glass /Computer Desktop
Cost/ fee of Tender Documents	Rs.200/- (in shape of DD)
Earnest Money Deposit (EMD) (Two Different EMDs to be submitted if one bidder is applying for both parts of the tender)	Rs.5000/- (in shape of DD) this will be refunded to all unsuccessful bidders
Performance Bank Guarantee (PBG)	04% of the final value of work order placed to the successful service provider
Date & Time of Pre Bid Clarification meeting	26. 04. 2021 at 10.30 AM
Last Date & Time of Submission of Bids	05. 05. 2021 at 2.30 PM
Date & Time of Opening of Bids	06.05.2021 at 10. 30 AM
Name of the contact person for Communication	Mr. Tapan Kumar Misra, Lecturer in Political Science and Co-ordinator IDP
Contact Number of the concern person	9437594267
Address for Communication	T. S. D. College, At/po- B. D. Pur, Dist – Ganjam, Odisha, 761120

Expression of Interest

Tentulia Sasan Debasthan College, Bijaya Dhanurjaya Pur, Ganjam, Odisha through Open Tender Enquiry (OTE) invites Expression of Interest (EOI) from registered reputed Original Equipment Manufacturing Companies/Firms or their authorized partners/agents/distributors to supply Lab Equipments / CBCS Books / Projectors (OHP) / Water Purifier / Laser Printer (All in One) / Water Distiller Plant – Glass/ Computer Desktop as uploaded in the OHEPEE link of college website <http://www.tsdcollege.in>. The tender papers will be available in the college website.

1. The bid for supply of Lab Equipments / CBCS Books / Projectors (OHP) / Water Purifier / Laser Printer (All in One) / Water Distiller Plant – Glass/ Computer Desktop items is uploaded in the OHEPEE link of college website tsdcollege.in can be submitted in a separate envelope duly sealed and superscribed **“BID FOR Miscellaneous Items”** to **The Principal Tentulia Sasan Debasthan College, Bijaya Dhanurjaya Pur, Ganjam, Odisha**, by Speed Post/Registered Post only. It should reach on or before 2.30 PM on **05. 05. 2021**.
2. **OPENING DATE:** The tenders will be opened on **06. 05. 2021 at 10.30 AM** in the office of the Principal of the college before the Purchase Committee, in the presence of bidders or their authorized representatives. In case opening date happens to be a holiday, the tender will be opened on next working day at the same time & location.
3. The College is not responsible for non receipt of tenders within the specified date and time due to any reason including postal delay or holidays.
4. For any query pertaining to this bid document, correspondence be addressed to Sri T. K. Misra, Coordinator, OHEPEE, T. S. D. College, B. D. Pur, Ganjam, Odisha, India.
5. The Pre bid clarification meeting will be held on 26.04.2021 at 10. 30 AM to 12. 30 PM in the college.
6. The vendor must submit the following documents in the Envelope
 - a) Bidder Profile Annexure-I
 - b) **SPECIFICATIONS:** It must be ensured that the offers must be strictly as per our specifications. A quotation is to be supported with the printed technical leaflet/literature of the quoted model of the item by the quoting party/manufacturer and the specifications mentioned in the quotation must be reflected/ supported by the printed technical leaflet/literature. Therefore, the model quoted invariably be highlighted in the leaflet/literature enclosed with the quotation.
 - c) Authorized partner/dealer/distributor must submit appropriate authorization certificate from the original manufacturer for participation in the said tender.
 - d) **EOI cum tender bid fee of Rs.200/- by AC Demand Draft drawn in favor of “Principal, Tentulia Sasan Debasthan College, B. D. Pur, Ganjam, Odisha, India payable at B. D. Pur** should be sent separately which is non refundable.
 - e) Attested copy of PAN card, Aadhara card and GST registration papers
 - f) Banker’s Solvency Certificate.
 - g) Audited statement of accounts and IT returns for the last three years
 - h) The Vendors need to submit a certificate that they are not currently debarred or blacklisted in T. S. D. College, B. D. Pur, Ganjam, or any other firm for any supplies, products or services, or at present in any national organization or educational institute/college.

- i) Each page of the tender document should be signed by the bidder with seal, in token of having understood and accepted the terms and conditions of the contract and serially numbered and page marked.
 - j) The vendor must submit the Price information mentioning all taxes/duties for College campus, Bijaya Dhanurjaya Pur, Ganjam, Odisha as per Annexure-II. The price should be quoted in words and in figures, without any errors, erasures or alterations. Unit price of each product and accessories should be quoted separately. Maximum educational discount for College as could be offered should also be mentioned. **The bidders should mention in the quotation, the rate/amount of five year comprehensive annual maintenance charges, if we opt for maintenance contract after expiry of the warranty period.**
 - k) Please quote best minimum prices applicable for a premiere Educational institution, **leaving no scope for any further negotiations on prices.**
 - l) Copies of **at least last two-supply orders** received from other customers or details of last two supplies made to other customers preferably in Odisha, Ganjam for the same item/model may be submitted with the offer giving reasons of price difference of their supply order & those quoted to us, if any.
 - m) The party must give details of identical or similar equipment, if any, supplied to any COLLEGE laboratory during last three years along with the final price paid and Performance certificate from them.
 - n) **Purchaser's right to accept any Bid and to reject any or all Bids:** The Purchaser reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to award of Contract, without thereby incurring any liability to the affected Bidder or bidders or any obligation to inform the affected Bidder or bidders of the grounds for the Purchaser's action.
 - o) Account Payee D.D of Rs. 5000/- (Rupees Five thousand) **towards Earnest Money Deposit**
7. **Offer validity period:** Bid shall remain valid at least for a period of **60 days** after the date of opening of bid prescribed by the Purchaser. A bid valid for a shorter period may be rejected by the Purchaser as non-responsive. In exceptional circumstances, the Purchaser may solicit the Bidder's consent to an extension of the period of validity. The request and the responses there to shall be made in writing (or telex, fax or e-mail).
8. **EMD:** The vender or the Bidder should attach an Account Payee D.D of Rs. 5000/- (Rupees Five thousand) towards Earnest Money Deposit in the form of an Account payee Demand Draft, drawn in favour of "**Principal Tentulia Sasan Debasthan College, Bijaya Dhanurjaya Pur, Ganjam, Odisha**, payable at B. D. pur.

9. The Bid securities/EMD is to be returned to the unsuccessful bidders after expiry of the final bid validity period or within 7 working days from the date of issue of the work order whichever is earlier without any interest and the EMD of the successful bidders shall be returned without any interest after deposit of Performance Security which is 4% of bid value. It can also be adjusted against part of Performance Security.
10. The Cost of the equipment/items should be inclusive of all taxes and statutory levies. Labour, installation charges, packing, insurance, freight, pre installation requirements etc. should be mentioned separately (inclusive of all taxes liveable on them). Price to be quoted for T. S. D. College, B. D. Pur, Ganjam, Odisha, India.
11. Annual turnover of the bidder for each of the last three financial years should not be less than 10/- lakhs (Rupees Ten Lakhs). Financial statements with net profit, duly audited / certified by Chartered Accountant (CA) of the last three financial years along with the copies of Income Tax Return (ITR) must be enclosed with the bid
12. **Warranty:** The equipment/instrument must be guaranteed/ warranted for a period of at least **two year, if not specifically mentioned otherwise in the specifications sheet, from the date of its satisfactory installation/commissioning** against all manufacturing defects. If the equipment is found defective during this period the whole equipment or part thereof will have to be replaced/ repaired by the supplier free of cost at the lab/campus. Or at site of the supplier for which 'to and fro' expenses will be borne by the supplier. Availability of spare parts of the equipment/instrument must be guaranteed for a period of at least five years from the date of supply. The warranty period and validity of Performance Guarantee shall be extended for the period of delay in satisfactory installation and delay in warranty services.
13. **Delivery period:** The complete delivery of goods, installation & commissioning of both the equipments/instruments should be made within 2 weeks from the date of issue of purchase order (PO).
14. **Installation and Commissioning: It should be free of cost at College.**
15. The OEM should be an ISO-9000 and ISO-14001 certified company with due credits to energy conservation and green earth compliance (**copy of the certificate should be provided**).
16. Firm has to quote their rates only **on the format attached at Annexure-II.** Rates quoted on other format or specifications are not be accepted.
17. Relevant documents of the OEM shall be enclosed, along with the Bid. Any explanation on this account shall be supported with documentary evidence from the principals.
18. Prices shall be quoted in Indian Rupees only.
19. **The College does not bind** itself to offer any explanation to those bidders whose bids have not been found acceptable by the Bid Evaluation Committee of the College.
20. **Performance Guarantee:** The successful bidder with quoted price as approved by college

shall be considered for issue of purchase order only when the bidder fulfills all the terms and conditions laid down in tender document/PO & shall submit Performance Security @ **4% of total estimated amount mentioned in PO in form of Account payee demand draft/BG/Fixed Deposit receipt** from a Commercial bank or Bank Guarantee from a Commercial bank in an acceptable form by the successful bidder. Performance Guarantee is to be furnished within 14 days after notification of the award and it should remain valid for a period of 90 days beyond the date of completion of all contractual obligations of the vendor, including warranty obligations and will be returned to the bidder without interest.

21. The vendor should adhere with all seriousness to the time schedule provided by the College. The **Liquidated Damage** will be applicable at the rate of **0.5%** per week. The purchaser has the right to cancel the purchase order when LD accumulates to **10 %**. **The same rate of penalty shall be applicable for late installation of the equipment/instrument also.**
22. College reserves the right to increase or decrease the quantity or delete some or all of items depending on the needs of the College without assigning any reasons, there upon.
23. **Payment on Bill Basis after supply:** No advance payment will be made at any circumstances. The payment will be made only after satisfactory installation, commissioning and performance of the equipment at **Tentulia Sasan Debasthan College, Bijaya Dhanurjaya Pur, Ganjam** and after certification by our technical expert.
24. All payment shall be made only through **account payee cheque/ DD/ PFMS/ NEFT/ RTGS.**
25. College may accept or reject any or all the bids in part or in full without assigning any reason and does not bind himself to accept the lowest bid. The College at its discretion may change the quantity/upgrade the criteria/drop any item or part thereof at any time before & after placing the Purchase Order.
26. The bids once submitted shall be the property of the College and shall not be returned to the vendor in future. A bid submitted with false information will not only be rejected but also the OEM/vendor will be debarred from participation in future tendering process. **Late or delayed/Unsolicited quotations/offers shall not be considered** at all. Post tender revisions/corrections shall also not be considered.
27. **Resolution of disputes:** College and the vendor shall make every effort to resolve amicably, by direct informal negotiations, any disagreement or dispute arising between them under or in connection with the contract. If after thirty days from the commencement of such informal negotiations, College and the vendor have been unable to resolve amicably a resolution by formal arbitration the Principal of College shall appoint a sole Arbitrator of the dispute who will not be related to the vendor and whose decision shall be final and binding. In case of any dispute, or interpretation of terms and conditions relating to the contract, **the decision of the Principal of this College shall be final and binding on the bidders.**

28. **Jurisdiction:** All disputes will be subject to Bhanjanagar, Ganjam jurisdiction only.
29. All correction/corrigendum will be given in our website i.e. www/tsdcollege.in only. Please visit college website regularly for any information/updates.

For supply of Books

Further suppliers of books should follow the following conditions.

30. Only new original printed copy of the books must be delivered. The supply should be completed within 30 days from the date of issuing supply of books available in India. For books imported from foreign publishers 45 days may be allowed from the placing the orders.
31. For supply of books against the order placed, the supplier shall ensure that the right title conforming to the supply order, latest in edition in brand, new condition, and good for delivery are selected for supply.
32. If a supplied books does not confirm the specification or page are torn, or missed or not in good condition, the supplier will be asked to take back the books at his own cost and replace it within the stipulated period.
33. Supply of books beyond stipulated date of delivery shall not be permitted under normal circumstances.
34. Supply will be made on FOR basis to the college by the selected firm. The books should be duly packed so that no damage or loss of any kind occur on transit , as the scope of the supplier includes delivery of the books solely at supplier's cost and risk and free of all expenses to the college. Confirmation of receipts will be given only after due scritinization of books by authorized persons with the presence of supplier's representative.
35. The college has the right to purchase any number of books by increasing / decreasing specified in the list. Further the college may also remove / add any title from / to the list, if needed.
36. The firm should not change/remove/add any clause / point/ entry mentioned in the notice issued by the college.
37. The college reserves to change/add/any clause / terms and conditions without assigning any reason thereof.

(Principal)

**FORMAT TO BE FILLED BY THE MANUFACTURERS / INDIAN AGENTS
/DISTRIBUTORS/ REPRESENTING DEALERS/ REGIONAL AGENCIES,
SUBMITTING TENDER**

Bidder profile

Sr. No	Details	
1.	Name of the Firm	
2.	EOI Fee Details	
	Name of Bank	
	Amount	
	Date	
3.	Registered Office address	
	Telephone Number	
	Fax Number	
	e-mail	
4.	Correspondence/ contact address	
5.	Details of Contact person	
	(Name, designation, address etc.)	
	Telephone Number	
	Fax Number	
	e-mail	
6.	Is the firm a registered company? If yes, Submit Documentary proof. Year and Place of the establishment of the Company	
7.	Bidder's Bank Details Name of Bank	
	A/c No.	
	IFSC Code	
8.	Government/ Public Sector Undertaking propriety firm partnership firm (if yes, give partnership deed) limited company or limited corporation member of a group of companies (if yes, give name and address, and description of other companies) subsidiary of a large corporation (if yes give the name and address of the parent organization). If the company is subsidiary, state what involvement if any, will the parent company have in the project.	

9.	Is the firm registered with sales tax department? If yes, submit valid sales tax registration certificate.	
10.	Is the firm registered for service tax with Service Tax department? If yes, Submit valid service tax registration certificate.	
11.	What type best describes your firm?	
	· Manufacturer	
	· Supplier	
	· System Integrator	
	· Consultant	
	· Service Provider (pl. specify details)	
12.	Details of Empanelment Certificate /Purchase Order of any 2 PSUs / Govt. institutions, enclosed	
	1)	
	2)	
13.	Have you ever been denied tendering facilities by any Government/ Department/ Public sector Undertaking? (Give details)	
14	EMD Fee Details	
	Name of Bank	
	Amount	
	Date	

S. NO	Name of the Bidder	Turn Over (Rs. Crores) Total of three Financial Years			Average Turn Over for three years
		2017-18	2018-19	2019-20	

Note: Please enclose certificate issued by CA in this regard.

Seal & Signature of Bidder

DECLARATION

1. I, ----- Son /Daughter of Shri -----
----- Proprietor/ Partner/ Director/ Authorised Signatory of M/s. -
----- am competent to sign this
declaration and execute this EOI cum tender bid document.

2. I have carefully read and understood all the terms and conditions of the EOI cum tender
bid and hereby convey my acceptance of the same.

3. The information/ documents furnished along with the above application are true and
authentic to the best of my knowledge and belief.

4. I/ we/ am are well aware of the fact that furnishing of any false information/ fabricated
document would lead to rejection of my bid at any stage besides liabilities towards
prosecution under appropriate law.

5. Our firm is neither blacklisted by any Government Department nor is any Criminal Case
registered against the firm or its owner or partners or directors anywhere in India.

6. Each page of the tender document and papers submitted by my Company is authenticated,
sealed and signed, and I take full responsibility for the entire documents submitted.

Signature of the Authorized Person

Date: -----

Full Name: -----

Place: -----

Company Seal : -----

Mobile No: - -----

Note: 1. The above declaration, duly signed and sealed by the authorized signatory of
the firm/company, should be enclosed with the EOI cum tender bid document.

**2. Certificate as per above must be submitted only on non-judicial stamp paper
of suitable amount.**

Scheduled-II

Sl. No	Services/Goods to be procured	Specification	Quantity
1	Water Purifier	18lts	3 nos
2	Reference books	Available in college website	Available in college website
3	Water Distiller Plant	Glass	01 no
4	Projector	OHP	03 nos
5	Laser Printer	Black and White All in one multi function	01 no
6	Lab. Equipments	For Physics Deptt.	As Per CBCS Syllabus
7	Computer Desktop	i5 Processor, 4GB RAM, ITB HDD, (Licensed Verson)	01 no

Items to be procured under OHEPEE Scheme

Sl. No

Items

1. For Chemistry Deptt.

a. **Water Distiller Plant – Glass**

2. For Physics Deptt

- a. Magnetic field measurement solenoid (Set)
- b. The venin and Norton theorem Kit
- c. Thermos Couple Set up kit
- d. Logic gate trainer Kit
- e. Adder and subtractor digital electronic kit
- f. Function Generator
- g. Digital millimeter x 2
- h. Dielectric constant measurement set up
- i. Hall co-efficient measurement
- j. Energy band gap
- k. Stephen constant measurement
- l. Boltzmann constant measurement using PN-junction

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|----------------------------------------|---------------------------------|--------|--------|
| 3. Laser Printer – (All in one) | | 01 no | |
| 4. Projector (OHP) | | 03. no | |
| 5. Computer Desktop | i5 Processor, 4GB RAM, 1 TB HDD | | 01. no |
| 6. Water Purifier | 18 lts | 03 no | |
| 7. References Books | CBCS Syllabus Prescribed | | |

Principal
T. S. D. College, B. D. Pur, (Gm)