

CHANAKYA NATIONAL LAW UNIVERSITY, PATNA

Nyaya Nagar, Mithapur, Patna -1, Ph. No. – 0612-2352300, Website: <http://cnlu.ac.in>

NIQ NO – 12/2016-17 (Group C)

Dated: - 06/12/2016

Properly sealed quotations are invited for and on behalf of CNLU, by the Registrar, Chanakya National Law University, Nyaya Nagar, Mithapur, Patna - 800001 from OEM or its authorized retailer for Supply of Stainless Steel Tables & Chairs for Mess area situated in Boys Hostel and Girls Hostel.

Name of the work: Supply of Stainless Steel Tables & Chairs for Mess area in Boys Hostel and Girls Hostel.

Cost of Document : Rs. 5,000/- in form of DD. DD should be in favour of Registrar, Chanakya National Law University, Nyaya Nagar, Mithapur, Patna – 800001, payable at any branch of any scheduled bank at Patna

Work Completion Time : 30 days from the date of work order.

Earnest Money Deposit : Rs. 18,000/- in form of DD. DD should be in favour of Registrar, Chanakya National Law University, Nyaya Nagar, Mithapur, Patna – 800001, payable at any branch of any scheduled bank at Patna.

Sale of Document : From 09/12/2016

Date & Time of Pre Bid meeting : 17/12/2016 at 04:00 pm

Date & Time of receipt of bid : 21/12/2016 up to 04:30 pm

Date & Time of opening of Technical Bid : 21/12/2016 at 05:00 pm

Date & Time of opening of Financial bid : 23/12/2016 at 03:30 pm

Place of all meeting : Registrar`s Chamber

Terms & Conditions

1. The Chanakya National Law University, Patna invites the proposal from OEM or its authorized retailer for Supply of Stainless Steel Tables & Chairs for Mess area in Boys Hostel and Girls Hostel. Copy of duly attested Certificate / Document to the effect should be submitted in the envelope containing technical bid.
2. Items should have ISO / Bureau of Indian Standards certifications. Copy of duly attested Experience/Performance Certificate / Document certification to the effect should be submitted in the envelope containing technical bid.
3. The bid should be submitted in two separate envelopes. Technical Quotation envelope will contain all the documents & certificates which are required to be submitted. Financial Quotation need not contain any documents. Both these sealed envelopes be kept in another bigger envelope.

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4. Those quotationers who are either blacklisted or debarred or against whom FIR has been lodged or whose contract has been rescinded by any Government /PSU or have failed to execute the awarded work in past in respect of the any of the above work of CNLU will not be allowed to participate in this bid process. Affidavit for Declaration **“that the quotationer has not been black listed by any Government / Non-Government Organisation and no FIR has been lodged against them since incorporation”** should be attached along with Technical Bid.
5. University reserves the right to withdraw / cancel / amend the quotation at any stage without assigning any reason whatsoever.
6. This notice is being issued with no financial commitment and the Buyer reserves the right to change or vary any part thereof at any stage. The University also reserves the right to withdraw the Quotation, should it become necessary at any stage.
7. Manner of submission of the Quotations: Sealed Quotations Technical & Financial in separate sealed covers should either be dropped in the Quotation Box marked **“NIQ No. - 12/2016-17 (Group C) , dated 06/12/2016 for Supply of Stainless Steel Tables & Chairs for Mess area in Boys Hostel and Girls Hostel”** or Post to **Registrar, Chanakya National Law University, Nyaya Nagar, Mithapur, Patna – 800001** so as to reach by the due date and time. Belated Quotations are liable for rejection. No responsibility will be taken for postal delay or non-delivery/ non-receipt of Bid documents. Quotations.
8. Financial Bid of only those firms will be opened whose Technical Technical are found responsive.
9. Quotations should be forwarded by Quotationers under their original memo / letter pad inter alia furnishing details as per **Annexure I**.
10. Clarification regarding contents of the bids: During evaluation and comparison of quotations, the Buyer may, at its discretion, ask the bidder for clarification of his bid. The request for clarification will be given in writing and no change in prices or substance of the bid will be sought, offered or permitted. No post-bid clarification on the initiative of the bidder will be entertained.
11. Rejection of Quotations: Canvassing by the Bidder in any form, unsolicited letter and post quotation correction may invoke summary rejection. Conditional Quotations will be rejected.
12. Quotationers are advised to remain present in the Pre bid meeting and opening of Technical bids and Financial bids. They should submit quotation exactly as per format annexed with the NIQ.
13. Quotationers are advised to study all technical and commercial aspects, instructions, terms and specifications carefully in the Quotation document. Failure to furnish all information required in the Quotation Document or submission of a bid not substantially responsive to the Quotation document in every respect will be at the bidder’s risk and may result in the rejection of the bid.
14. This Quotation document is not transferable.

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15. All documents should be signed by authorized signatory of firm or by proprietor himself/herself. Certificate of authorization should also be attached. Interlineations, corrections, erasures and/or over-writings shall be valid only if initialled by the signatory of the bid.
16. Suggestions/Clarifications (if any) may be put forth in the Pre-Bid meeting.
17. Notwithstanding anything to the contrary in this document, the Chanakya National Law University is not bound to accept the lowest quotation and reserves the right to accept or reject any quotation, to reject quotations for some or all items and to cancel the bidding process at any time prior to the award of contract, without assigning any reason whatsoever.
18. All payments are subject to statutory deductions as and when applicable.
19. The quotationer should adhere with all seriousness to the time schedule provided by the Chanakya National Law University, Patna. The selected quotationer will first submit the sample. The material will be supplied after approval of sample.
20. The quotationer shall be liable to indemnify the Chanakya National Law University, Patna in all respects and meet and pay off the litigation expenses and all the liabilities including damages, sums etc. arising out of and as a consequence of the negligence, deficiencies, mistakes, lapses, delays etc. in the execution of the various jobs and the services provided.
21. The work has to be completed within the period mentioned against each works. It will be reckoned from the date of the issue of work order. If the work is not completed within the completion period liquidated damages @0.5% of agreement value per day of delay will be levied (subject to maximum of 10%). If the liquidated damages reach the level of 10% of the agreement contract is liable to be rescinded.
22. Dispute if any, will be subject to Patna jurisdiction only.
23. If at any stage, any document submitted by agency is found fake and misleading the work order placed is liable to be cancelled.
24. An affidavit stating there in that all the documents annexed with the quotation are genuine and all quoted specifications match with the specifications mentioned in **NIQ No. - 12/2016-17 (Group C), dated 06/12/2016** of CNLU: If any document / information found fake, FIR may be inflicted against me. An Affidavit should be attached along with the envelope of Technical Envelope.
25. Financial Bid will be valid for Three Months from the date of submission of Bid.
26. Maintenance of these equipments will be made by quotationer.
27. Financial Bid should be as per Annexure III.

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28. Agreement will be executed on PWD form F2. NIQ will be part of the agreement. Selected quotationer will have to submit performance security @ 3% of value of order. Balance 5% will be deducted from the running bills. The performance security will be returned back after 60 days from the last date of completing all obligations of the contract.

29. 90 % Payment along with 100% tax will be made after successful supply & installation and rest 10% will be made after 30 days of supply and installation thereof.

30. Defect Liability Period: Two years.

31. Amendment of Quotation Document.

31.1 At any time prior to the last date for receipt of quotations, the client may for any reason, whether at its own initiative or in response to a clarification requested by a prospective Quotationer, modify the Quotation Document by an amendment.

31.2 The amendment will be notified through official website of Chanakya National Law University for all the prospective Quotationers.

31.3 In order to afford prospective bidder reasonable time in which to take the amendment into account in preparing their quotations, the University may, at its discretion, extend the last date for the receipt of the Quotations.

Prof. (Dr.) S.P. Singh
Registrar

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Name of the work: **Supply of Stainless Steel Tables & Chairs with wooden Platform for Mess area of Boys Hostel and Girls Hostel.**

Annexure-I CHECK LIST (SHOULD BE ATTACHED WITH TECHNICAL BID DOCUMENT)

<u>Sr. No.</u>	<u>Description</u>	<u>Compliance / Deviation</u>
1.	Passport size Photograph of the Quotationer / authorized Signatory holding power of attorney	
2.	Name of the Firm	
3.	Address with contact number, FAX, E-mail of the Firm	
4.	PAN No Attach copy of PAN card	
5.	VAT / CST details Attach copy	
6.	Firms Bank Account Details with Bank Name, Address and IFSC / RTGS codes	
7.	Copy of Document for Company Registration / Incorporation.	

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8.	Copy of duly attested Certificate / Document showing ISO and ISI. Attach copy of certificate duly attested	
9.	Document in support of supply of Mess Furniture within last five years in Government / Government Universities / PSUs through single order along with respective performance certificates. This document is mandatory If not submitted along with Technical bid the quotation will be rejected. Attach copy of document duly attested	
10.	Cost of Document Details	
11.	Earnest Money Deposit Details	
12.	Affidavit (Through Notary Public) for Declaration that Company has not been black listed by any Government / Non-Government Organisation since incorporation	
13.	Affidavit (Through Notary Public) as per para 24 of Terms & Conditions.	

I / We hereby declare that information furnished above is true and correct.

Place

Date

Signature of the Quotationer / Authorized Signatory

Name of the Quotationer

Seal of the Quotationer

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Annexure-II

FINANCIAL BID

Cost of BOQ : Rs. 5000/-
Earnest Money Deposit : Rs. 18000/-
Execution Period : 30 days

Name of work: Supply of Steel Tables & Chairs with wooden Platform for Mess area in Boys Hostel and Girls Hostel.

<u>Sr. No.</u>	<u>Items</u>	<u>Quantity</u> <u>(Nos.)</u>	<u>Rate per Unit</u>	<u>Tax</u>	<u>Amount</u>
1.	Four seater Cafeteria Table / Dining Table, Stainless Steel standard 900 mm dia, ISI mark, Standard and approved make, 1200 X 750 X 750 mm. Make : Godrej / Equivalent	18			
2.	Dining Chair Stainless Steel Standard 16 gaze, wood / PLY need not be used. Make : Godrej / Equivalent	54			

Place

Date

Signature of the Quotationer / Authorized Signatory

Name of the Quotationer

Seal of the Quotationer