



GOVERNMENT COLLEGE OF ENGINEERING, KEONJHAR
(Formerly Orissa School of Mining Engineering, Degree Stream, Keonjhar)
(A Constituent College of Biju Patnaik University of Technology, Odisha)
At: Jamunalia, P.O.: Old Town, Dist.: Keonjhar, Pin: 758002 (Odisha)
Tel: 06766-213180, (O), Web: www.gcekjr.ac.in

No. 1933

Dated: 01/ 12/2018

TENDER CALL NOTICE

Sealed Two-bid tenders are invited from **Original Equipment Manufacturers (OEM)/Authorized Dealers/Registered Firms/Agencies**, for supply and installation of **2KVA Inverter** for different Departments of **Government College of Engineering, Keonjhar** At: Jamunalia, P.O.: Old Town, Dist.: Keonjhar, Pin: 758002 (Odisha) in the prescribed format as per the requirements enclosed in the schedule of items given in bid documents. Bid documents with details terms & conditions are to be downloaded from GCE website 'www.gcekjr.ac.in'. The tenders along with the tender cost and EMD as given in bid documents should be submitted in a sealed envelope super scribed with "**Tender for supply and installation of 2KVA Inverter**" and submitted through Speed Post / Regd. Post only to the Principal, **Government College of Engineering, Keonjhar**. At: Jamunalia, P.O.: Old Town, Dist.: Keonjhar, Pin: 758002 (Odisha), by **2 P.M on or before 28/12/2018**. No hand delivery will be entertained. More details are available at our College Website: 'www.gcekjr.ac.in'. Tender received after the scheduled date and time will not be accepted. The date of opening the various tenders is mentioned in the tender document, which will be opened in the office of the **Principal Government College of Engineering, Keonjhar** in the presence of bidders and/or their authorized nominees.

The authority reserves the right to accept / reject any or all tenders in whole or in part without assigning any reason thereof and will not be responsible for any postal delay.

Sd/-
PRINCIPAL

**BIDDING DOCUMENTS AND INSTRUCTION TO SUPPLY 2 KVA INVERTERS,
BATTERIES AND ACCESSORIES**

FOR

GOVERNMENT COLLEGE OF ENGINEERING, KEONJHAR



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INVITATION FOR BIDS

Principal, Government College of Engineering, Keonjhar invites sealed bids from eligible bidders for supply and installation of 2 KVA inverters, batteries and accessories to Government College of Engineering, Keonjhar. At: Jamunalia, P.O.: Old Town, Dist.: Keonjhar, Pin:758002,(Odisha).

Interested eligible Bidders may obtain detail information and list of items with technical specifications from the website of the College www.gcekjr.ac.in

Particulars about submission of bidding document are as follows:

(a) Price of bidding document : **Rs.200/-** (non- refundable)

The tender fee (Non-refundable) of Rs. 500/- (Rupees Five Hundred only) in the form of a DD/Pay order, favouring The Principal, Government College of Engineering, Keonjhar, payable at Keonjhar.

(b) First date of availability of Bidding

Document in the website : **01/12/2018**

(c) Last date and time for submission of bids: **28/12/2018, 02:00PM**

(d) Time and date of opening of technical bids **03/01/2019, 11:30AM**

(e) Time and date of opening of financial bids : Notice will be published in the college website.

(f) Place of opening of bids : **Principal's Office**

Government College of Engineering, Keonjhar.
At:Jamunalia,P.O.:Old Town,Dist.:Keonjhar,Pin:758002(Odisha)

(g) Address for communication : **Principal**

Government College of Engineering, Keonjhar.
At:Jamunalia,P.O.:Old Town,Dist.:Keonjhar,Pin:758002(Odisha)

Sd/

Principal

Contents

2. Eligibility of Tenderer and General Instructions:.....	5
2.1 Eligibility:	5
2.2 General Instructions:	6
2.3 Procedure for Submission of Tenders:.....	8
3. Requirements by Tenderer before Supply:	8
3.1 Rating Plate, Name Plate and Labels:	9
3.2 Packaging:.....	9
3.3 Inspection:.....	9
3.4 Environmental Condition:.....	9
4. Requirements by Tenderer after Supply:	10
4.1 Supply:	10
4.2 Installation and Commissioning:	11
4.3 Documentation:	11
4.4 On-Site Warranty:.....	11
4.5. Comprehensive Maintenance Contract:.....	12
4.6. After Sales Service:	12
5. Financial Terms:.....	12
5.1 EMD	12
5.2. Prices:	13
5.3 Sales Tax Concession:.....	13
5.4. Payments:	13
6. Instruction to the Tenderer:.....	13
6.1 Solving Disputes:.....	14
7. Technical Specifications:	14
DECLARATION.....	18

Tender No: /GCE

Date 29/11/2018

DETAILED PARTICULARS AND INSTRUCTIONS ON TENDER

Supply and installation of 2 KVA Inverters, batteries and accessories

FOR

DEPARTMENTS OF GCE

Government College of Engineering, Keonjhar.
Pin:758002(Odisha)

Opening of technical bids: 03/01/2019 ,11.30AM

1. Scope of Work & Technical specifications:

The inverters will be installed in **various Departments of GCE** as per requirement. Detailed scope of work and technical Specifications are as per enclosed **Annexure I**.

2. Eligibility of Tenderer and General Instructions:

2.1 Eligibility:

The eligibility criteria for pre-qualification of bidders are as under:

2.1.1.

- a. The tenderer must be a reputed Original Equipment Manufacturer and/or the Authorised agent/ dealer of a reputed manufacturer. Manufacturers must provide all documents relating to their Manufacturing Capabilities.
- b. If the tenderer is an Authorized Dealer/Agent of a reputed manufacturer, necessary certificate to this effect from his manufacturer must be enclosed
- c. The tenderer must be registered with GST.
- d. The turn-over of the tenderer must be more than Rs. 10 Lakhs in the last three years.
- e. The tenderer must have cleared GST and Income Tax payment up to date. Attested copies of GST Clearance Certificate or non-assessment certificate from the concerned Sales Tax Authority valid up to date and attested copy of

Income Tax Clearance Certificate or non-assessment certificate, as the case may be, from the competent authority, up to date and PAN Number must be enclosed along with the Tender documents.

- f. The tenderer must have the willingness for providing comprehensive maintenance support of the Machine supplied by him.
- g. Products to be offered should be new, unused and of current design, not declared obsolete or not declared to become obsolete in next 2-years.
- h. OEM must not offer any co-branded product (i.e., Product bearing brand shared with other OEM).
- i. The tender(s) should have executed installations of the similar nature work. (Similar nature of work means: Supply and installation of 2 KVA Inverter shall be treated as similar work). Proofs of the same like PO copies, installation & completion reports, performance certificates, with address & contact details of the reference installation list should be submitted with the bid. In absence of supporting documents, the bid is liable to be rejected.
- j. The bidder must have an experience of minimum 03 years or more for Sales, Installation & Service support for execution of projects.
- k. The bidder should not be black listed in any of the Gov. Organization. Undertaking in this regard must be submitted.
- l. Before submission of the tender, please verify the eligibility criteria and ensure fulfilling all the terms and conditions.

2.2 General Instructions:

The selection for procurement of items will be based on quality and performance along with cost. In this context decision of technical committee is final based on documentary evidence or actual physical verification.

Submission of more than one bid by a particular tenderer under different names is strictly prohibited. In case it is discovered later on that, this condition is violated, all the tenders submitted by such tenderer(s) would be rejected or contract cancelled.

The tender should mention in the tender paper, the location of its service centre nearest to Keonjhar.

All offers should be in English and the price quoted for each item should be firm.

Warranty period, Delivery period and After-Sale-Service conditions, etc. are also to be clearly indicated.

The rates and the conditions of the offer will remain valid for three months from the date of opening of the tender and no change or alteration of the rate will be acceptable on any account.

Submitted tender forms with overwriting or erased or illegible specifications and rates will be rejected.

Request from tenderer in respect of additions, alterations, modifications, corrections, etc. of either terms & conditions or rate after opening of the bid may not be considered. However, negotiation may be made before finalization.

Tenderers shall carefully examine the bid documents and fully inform themselves of all the conditions, which may in any way affect the work of the cost thereof.

Should a tenderer find discrepancies or omissions from the specification or other documents and any doubt as to their meaning, he should at once notify the purchaser and obtain clarification in writing.

This, however, does not entitle the tenderer to ask for time beyond the due date fixed for receipt of tenders.

The tenderer must also specify minimum time and maximum time to repair/replace in the event of a failure and penalty thereof.

Verbal clarification and/or information given by the purchaser or its employees or representatives shall not be binding on the purchaser.

Submission of sealed bid will carry with the implication that the tenderer agrees to abide by the conditions laid down in the detailed particulars of the bid notice.

Conditional offers and offers qualified by vague and indefinite expression, as 'subject to immediate acceptance' 'subject to prior sale', etc. will not be considered.

While tenders are under consideration, tenderers and their representatives or other interested parties are advised to refrain from contacting by any means, to the purchaser's personnel or representatives on matter relating to the tenders under study.

The purchaser, if necessary, will obtain clarification on tenders by requesting such information from any or all the tenderers either in writing or through personal contact as may be necessary.

The tenderer will not be permitted to change the substance of his offer after the tenders have been opened.

In the event of non-compliance with this provision, the tenderer is liable to be disqualified.

2.3 Procedure for Submission of Tenders:

a) The Tenderers must submit their bids as required in two parts in separate sealed covers prominently super scribed as Part-I “**Technical Bid**” and Part-II “**Financial Bid**” and also indicating on each of the covers the “**Tender call Notice Number & Date**” and **due date and time of submission** as mentioned in Tender Call Notice.

Part-I (Technical Bid)

Excepting the price schedule, all other documents as mentioned in para 2.1 i.e details of **technical specifications, leaflet, Copy of Firm Registration Certificate from the competent authorities, GST clearance, Income Tax Clearance, PAN Card copy, list of clients, authorization certificate from Manufacturer in case of Dealer, etc.** along with **tender document duly signed** by the authorised person in each page shall be covered in Part-I (Technical Bid).

Part-II (Financial Bid)

All indications of price shall be given in Part-II (Financial Bid)

b) Both sealed covers Part-I “**Technical Bid**” and Part-II “**Financial Bid**” should be placed in a third cover along with requisite **EMD & cost of Tender documents** (Rs.2000 and Rs. 200/- respectively) (separately in the form of DD drawn in favour of Principal, Government College of Engineering, Keonjhar at any Nationalized Bank payable at Keonjhar, others requisite supporting documents etc. and sealed. The sealed cover containing tender documents as per procedure indicated above should be submitted by speed post /Registered Post only to the office of the **Principal**, Government College of Engineering, Keonjhar, At: Jamunalia, P.O.: Old Town, Dist.: Keonjhar, Pin: 758002 (Odisha) within the due date and time as stipulated in Tender.

No hand delivery is accepted. The sealed envelope must show the name of the tenderer and his address and should be super scribed as “**Tender for supply and installation of 2 KVA inverters for Government College of Engineering, Keonjhar**” on the top of the envelope.

c) All the documents submitted must be in the papers showing signature of the tenderer and printed office name of the tenderer on official seal.

d) All the documents must be submitted in a **sequential manner** with **separator/flags** to help in quick scanning of the topics. Wherever possible, data in tabular form should be given.

3. Requirements by Tenderer before Supply :

3.1 Rating Plate, Name Plate and Labels:

Each of the equipment is to have permanently attached to it, a rating plate of non-corrosive material in a conspicuous position, upon which the total specifications along with the manufacturer's name, address, etc. are to be engraved.

3.2 Packaging:

All the equipment are to be suitably protected, covered in water -proof packing and created to prevent damage or deterioration during transit and storage till the time of installation. The supplier shall be responsible for any loss or damage caused during transportation, handling or storage till their successful installation.

3.3 Inspection:

All materials / equipment shall be inspected and tested for completeness, proper assembly, operation, cleanliness and state of physical condition and performance as per quoted specification.

The test shall be conducted, reported and certifications to be provided by the tenderer.

The tenderer shall provide all test and measuring equipment/tools required for inspection / testing.

The cost of all such tests shall be borne by the Tenderer.

GCE reserves the right to reject any equipment if it does not comply with the specifications during site testing, installation and commissioning stage.

Inspection & testing would be conducted, jointly, at various stages as applicable during unpacking, installation and commissioning of respective equipment / components at the manufacturing site.

3.4 Environmental Condition:

All the equipment supplied shall be rugged and should operate without any deviation in quality, or degradation of equipment performance. All the specification/parameters shall be guaranteed over the following environmental conditions:

* Storage Temperature 0 to 70 degree Celsius

* Operating Temperature 0 to 50 degree Celsius

* Humidity 95% RH (non-condensing)

All the equipment is intended to operate under 220 V/ 440V, 50 Hz power supply.

4. Requirements by Tenderer after Supply:

4.1 Supply:

The material would be delivered by the supplier at Government College of Engineering, Keonjhar. At:Jamunalia,P.O.:Old Town,Dist.:Keonjhar,Pin:758002(Odisha)

Any component, fitting etc. which may not have been specifically mentioned in the specifications but which are usual and necessary for the equipment, shall be supplied by the tenderer at no extra cost.

In case, articles are found damaged in transit or found short at the time of delivery the full cost of the same will be deducted from the bill of the supplier in case the supplier does not replace the stock within a week from the date of the complaint.

The articles ordered must be supplied in one lot within 4 (four) weeks of placing of the order.

Any increase in tax and duties after expiry of delivery period will be borne by the supplier.

In case the items supplied by the supplier are found not up to the specification shall be rejected.

The supplier will be intimated to take back the stocks at his own cost within three days from the date of rejection and to replace the same within 7 days, failing which the EMD will be invoked in addition to taking legal actions.

The equipment shall be delivered and installed at site at the cost of the tenderer.

All taxes, levies, surcharges including the customs clearance and handling freight and insurance should be paid and handled by the tenderer.

4.2 Installation and Commissioning:

Installation and Commissioning shall include the following:

- a) Installation and Testing of the inverter, batteries etc. should be done by the tenderer.
- b) It will be the responsibility of the tenderer to provide all necessary spares and consumables, which may be required during installation and commissioning, at no extra cost to purchaser.
- c) The tenderer is to bring their own testing and measuring instruments required for installation, testing, commissioning, which can be taken back after completion.
- d) Installation must complete within 07 days after delivery on site.
- e) The tenderer should provide all necessary raw materials for running of the machine during commissioning.

4.3 Documentation:

Detailed **technical manuals, handbooks, drawings, Warranty card and Factory Quality Assurance checklist, test results** and any other certifications mentioned in the Technical specifications shall be supplied along with the consignment.

Supplied manuals/handbooks must cover detailed technical specifications and installation, operation, maintenance and System Safety procedures.

For Experimental setups **details of theory, procedure and methods of taking measurements etc. should be provided in the form of hand books for each experiment.**

The receipts for taxes paid, if any, for the supplied materials should also be submitted

4.4 On-Site Warranty:

- a) The reliability and safety of the total installed system and trouble-free operation are, therefore, of prime importance. The supplied devices/equipment and components shall be covered under One year comprehensive on-site warranty from the date of issue of successful completion of Performance Guarantee Report.

- b) During the period of warranty, it shall be the responsibility of the tenderer to provide all essential spares and consumables, which may be required for maintenance and trouble-free operation of the devices / components at the tenderer's cost.

4.5.Comprehensive Maintenance Contract:

The tenderer shall be under the obligation of entering into a Comprehensive Maintenance Contract (CMC) with GCE for a minimum period of two years, renewable if felt necessary, on mutually acceptable rates, terms and conditions. CMC shall start after the completion of Warranty.

The scope of CMC shall cover maintenance and supply/replacement of materials and components, for smooth and reliable operation of the systems without trouble.

Accordingly, the tenderer has to offer rates for the CMC structure per equipment along with the price for the Systems and other associated Equipment supplied.

4.6.After Sales Service:

During the warranty period and subsequently, after signing of Agreement for CMC the tenderer shall attend to the problems reported by the users of GCE on a priority basis.

On failure to comply with those instructions, the Bank Guarantee provided for the warranty period shall be invoked.

5. Financial Terms:

5.1 EMD

The tenderer has to submit a Demand Draft / Banker's Cheque / Pay order of Rs.5,000/- in favour of Principal, Government College of Engineering, Keonjhar, payable at Bhubaneswar in any Nationalised Bank towards EMD. Without EMD, the tender will be summarily rejected.

There will be no interest paid to the tenderer towards EMD money.

In no case, the EMD Money in cash or other forms will be accepted at the time of opening of the bid.

No request for adjustment of claims, if any, will be accepted.

The EMD of unsuccessful tenderers will be refunded as soon as possible after the tenders are finalized.

5.2.Prices:

Price quoted should be FOR Government College of Engineering, Keonjhar only. Tax components as applicable should be mentioned clearly in the financial bid.

Price should be quoted for unit item; However, procurement will be done as per actual requirement (A tenderer may propose to give discounts if any for purchase of more than one unit of a particular item.).

Purchase order will be placed as a single lot for each type of item or for all the items together, as the case may be.

5.3 Sales Tax Concession:

Central Sales Tax Concession is to be availed on production of the required certificates applicable to Educational Institution.

5.4.Payments:

Payment of 100 percent of the ordered value will be made after successful installation and commissioning of the equipment subject to submission of satisfactory performance report by the concerned Head of Department.

6. Instruction to the Tenderer:

Some of the minimum specifications specified may be redundant, obsolete or incompatible and in these cases, quote the particulars of correct specification of latest trend and technology.

Higher specifications instead of minimum specifications are allowed if a minimum specification is not available, obsolete or incompatible.

Otherwise, model with higher specification should be in addition to the model with minimum specifications.

Specify brand name and full model name and number for each offer.

Include the printed catalogue and pricelist if any for each of the equipment quoted.

Specify the list of Accessories required along with each of the equipment.

Quote the additional price of the accessories; only those, which are fully compatible with the quoted model, should be furnished.

Specify the list of Accessories to be given free of cost, along with the equipment as “**Free Accessories**”; these should be fully compatible with the quoted models.

6.1 Solving Disputes:

GCE, the tenderer and the manufacturer shall make all efforts to resolve amicably by direct informal negotiation on any disagreement or dispute arising between them under or in connection with this contract.

All disputes arising out of the contract shall be referred to courts under the jurisdiction of the Keonjhar court only.

Sign on each page of this tender document and Return it along with the offer enclosing this part together with the Technical Offer.

The GCE authority has all rights to accept / reject any tender without assigning any reasons thereof.

7. Technical Specifications:

Following are the minimum specifications of the equipment.

The minimum specifications are indicative and not exhaustive.

The models with higher specifications may be quoted.

The quoted materials should be of latest trend and technology.

Each equipment should be complete in itself without needing any extra requirements except the requirement of general test and measuring instruments.

Financial Bid will be opened only if Tenders qualify in Technical evaluation.

Annexure-I

List of item with technical specification required for Government College of Engineering, Keonjhar.

Sl. No	Name of Equipment	Specifications	Qty. Required
1	2 KVA Inverter (Luminous/ Microtek/Su-Kam /APC - Type)	<ul style="list-style-type: none">• Pure sine wave• DC Input Voltage – 24V• AC Output Voltage- 230V• Output Frequency – 50 Hz \pm 1%• IGBT-based PWM Technology• Short-circuit MCB Protection• Overload Protection• Low Battery Indication• LCD Display	Tentative-09
2	Battery for the Inverter (Exide/Amaron/Tata Green/Luminous-Type)	<ul style="list-style-type: none">• SMF• 150 Ah, 12V	As per requirement

Tentative Requirement of Different Departments:

(May change as per actual requirement during Placing of P.O.)

Department of Maths and Humanities – 1 No.

Department of Electrical Engineering – 1 No.

Department of Mechanical Engineering – 1 No.

Department of Mining Engineering – 1 No.

Department of Metallurgical Engineering – 1 Nos.

Department of Computer Science Engineering – 1 No.

Department of Civil Engineering – 1 No.

Department of Mineral Engineering – 1 No

Establishment section – 1 No

TOTAL - 09 Nos. of inverters and associated batteries and accessories (Tentative)

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TECHNICAL BID

(To be enclosed in separate sealed cover)

Name and address of the bidder:

1. Name of the bidder
 - a) Full postal address
 - b) Full address of the premises
 - c) Telegraphic address
 - d) Telex number
 - e) Telephone number
 - f) Fax number
2. a) Tender Cost: Rs.....D.D. No.....date.....
b) EMD: Rs.....D.D. No.....date.....
3. Document showing Registration of Firm
4. GST Clearance Certificate and GST No.....
5. Income Tax Clearance Certificate
6. Monthly supply capacity of goods quoted for
 - a) Normal
 - b) Maximum
7. Total annual turn-over (value in Rupees) (Previous year)
(Copy of Balance Sheet / Audit Statement / IT returns, etc. to be attached as proof)
8. Past supply details for 3 years (Attach proof)
9. Whether similar job work undertaken in the past, if so details.
(Demo of the Equipment to be arranged if required)

Customer	Quantity supplied	Year
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Signature and seal of the bidder

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FINANCIAL BID
 (To be enclosed in separate sealed cover)

Sl. No.	Item Description	Make / Model	Unit Cost	Taxes applicable	Any other	Total
1	2 KVA Inverter					
2	SMF Battery, 150 Ah, 12V (As per Requirement)					
	Grand Total (Rs.)					
	Grand Total in Words					

Signature and seal of the bidder

DECLARATION

**To
The Principal,
GCE ,Keonjhar,Pin:758002(Odisha)**

Sub: Submission of Tender for “Supply and Installation 2 KVA Inverters and Batteries”

Sir,

Having examined the conditions of contract and specifications including **addenda**, I/we, the undersigned, offer to undertake Supply, Installation, Testing & Commissioning of above mentioned items at different locations of **GCE ,Keonjhar**, in conformity with the specifications, terms & conditions of Tender.

i. I/We agree to abide by the terms and provisions of the said conditions of the contract and provisions contained in the notice inviting tender. I/We hereby unconditionally accept(s) the tender conditions.

It is certified that I/we have not stipulated any condition(s) in our tender offer. In case any condition(s) are found in our tender offer violated after opening tender, I/We agree that the tender shall be rejected without prejudice to any other right or remedy be at liberty to forfeit the EMD absolutely.

ii. I/We hereby submit the earnest money of [INR.....] for the Tender for the above mentioned work in the form of demand draft.

iii. That, I/We declare that I/We have not paid and shall not pay any bribe to any officer of **GCE** for awarding this contract at any stage during its execution or at the time of payment of bills, and further if any officer of **GCE** asks for bribe/gratification, I/We shall immediately report it to the **GCE** authorities.

iv. That, I/We undertake that GCE’s tender document shall form part of contract agreement.

I/We understand that you are not bound to accept the lowest or any bid, you shall receive.

Thanking you

Dated:

Witness.....
Signature.....
Address.....

Enclosures

Yours faithfully
Signature of Bidder
Name:
Telephone:.....