

PONDICHERRY UNIVERSITY
ENGINEERING WING

TENDER NOTIFICATION

Date: 05.06.2015

Sub: Pondicherry University – Supply and installation of furniture to the newly constructed building for MSGET and Bio-informatics, Annex building for Centre for Pollution Control and Environmental Engineering and School of Humanities – sealed tenders called for – reg.

- I. Sealed tenders under two bid system are invited from reputed manufacturers / authorized suppliers of reputed manufacturers fulfilling the eligibility criteria of the University given in this tender notification for supply and installation of newly constructed building for MSGET and Bio-informatics, Annex building for Centre for Pollution Control and Environmental Engineering furniture and School of Humanities as detailed in the enclosed schedule.
- II. The requirement given is only tentative and may increase or decrease
- III. The bidders who are interested to participate in the tender are required to submit a separate cover superscripting “Technical /Eligibility bid for supply and installation of furniture wherein, the documentary proofs along with photograph (if any) to be submitted to establish that they are fulfilling the below mentioned eligibility criteria.

Eligibility Criteria:

- a) Should be reputed manufacturer of furniture items / authorized suppliers / dealers of reputed furniture manufacturers who are in the business of manufacturing / selling furniture items for more than 10 years with an annual turnover of more than Rs.3 crore in furniture items during the last 3 years (2011-12, 2012-13, 2013-14). Valid proposals for fulfilling the above criteria should be submitted by way of audited accounts. Authorized dealers / suppliers of such products should be duly permitted by the manufacturer to quote against the requirements. Government / Government authorized institution like NSIC, Kendriya Bhandar are also eligible to apply.

- b) The manufacturer should have a dealer base in Puducherry or in a city near Puducherry for the past five years with required manpower for effecting after sales service.
- c) The manufacturer / authorized dealers should have a standard price list of its products and should enclose a copy of the said list.
- d) The authorized dealers / manufacturer must have successfully executed at least three supplies of similar nature to Central / State Government Department Educational Institutions. Copies of the supply order should be enclosed.
- e) The tenderers must have PAN / TIN No. and VAT No. and must submit legible attested copies of PAN/TIN No. and VAT no. with Bid. Bid without these documents will be rejected.
- f) Latest clearance for Income tax, VAT, CST, Service Tax should be produced.
- g) The tenderer must give warranty of at least 25 months for the products supplied and should be able to rectify / attend the complaints within 2 days of the receipt of complain excluding Saturday & Sunday during warranty period.
- h) The tenderer should have fulfilled all legal / statutory requirement to carry on the business of manufacturing / selling furniture.
- i) The manufacturer should have good quality management system conforming to international standards like ISO 9001-2008.
- j) The firm should also submit the proof for execution of similar type of work namely supply of Steel, Wooden, Modular furniture to the Educational Institutions, Government / Public sector organizations / R & D organizations / National Laboratories for total worth of Rs.50 lakh and more during the past 3 years.

IV) The price bids should be submitted in a separate envelope superscripting price bid. On the basis of the Technical / Eligibility Bid, submitted by the tendereres pre-qualification will be made in the light of the eligibility criteria set by the University. The price bids of only such pre-qualified tenderer alone will be opened.

V) The original manufacturers / authorized dealers / suppliers of reputed manufacturers of furniture who had already supplied similar kinds of furniture for the institutes of Higher Education may also have freedom to quote with any other model

of their own product with similar specification or considered to be parallel or better models and products of the notified items under this tender. Due justification should be given for the same.

VI) The intending tenderers are required to kindly visit the existing building before submitting their quotes.

VII) Terms & Conditions:

- 1) The tender should be sealed and superscripted as “Tender for supply and installation of Furniture”. There should be separate covers for Technical bid, Price bid and submission of Tenders processing fee and EMD.
- 2) Tender must be valid for 90 days. However rates should be valid for one year, if accepted.
- 3) The rates should be inclusive of all taxes, octroi, insurance, packing, forwarding, transit etc.,
- 4) The Pondicherry University has the right to select or reject any quotation partly or fully without assigning any reason thereof. The rate quoted shall be on FOR destination basis at our premises.
- 5) Payment will be made after the successful supply and after getting a Certification of Quality of the entire consignment by the Quality inspection committee.
- 6) The filled in tender shall to be placed in the tender box kept in the reception counter at Dr.B.R.Ambedhkar Administrative Block, Pondicherry University. The tender will be received up to 5.00 p.m. on 23.06.2015 and will be opened as indicated in NIT in the presence of tenderers those who present at the time of opening.
- 7) An amount of Rs.2,44,000/- (For the work mentioned in the S.No.1 in the notice inviting tender), an amount of Rs.76,000/- (For the work mentioned in the S.No.2 in the notice inviting tender) and an amount of Rs.4,500/- (For the work mentioned in the S.No.3 in the notice inviting tender) should be remitted as EMD in the form of Demand Draft from any one of the nationalized banks, drawn in favour of The Finance Officer, Pondicherry University, payable at Puducherry.

- 8) An amount of Rs.1000/- +4% VAT (For the work mentioned in the S.No.1 in the notice inviting tender) and an amount of Rs.500/- + 4% VAT (For the work mentioned in the S.No.2 & 3 in the notice inviting tender) should be remitted as tender processing fee in the form of valid Demand draft from any one of the scheduled banks, drawn in favour of the “Finance officer, Pondicherry University” payable at Puducherry.
- 9) The bids without EMD and processing fee will be summarily rejected. If exempted by Government of India from payment of EMD and tender processing fee, a self attested photocopy of the certificate issued by competent authority for supply of furniture should be enclosed.
- 10) Sample of the quoted items should be produced as and when required for verification by the Pondicherry University.
- 11) The final selection will be made based on the acceptance of the sample / model approved by the Pondicherry University and not on the basis of L-1 rates only. The University has got every right to reject any or all tenders without assigning any reasons. The University has got every right to distribute the work order among participating tenders as advantageous to upkeep its interests.
- 12) If at any point of time, it is found that the participating tenderer has not fulfilled the eligibility criteria or submitted false information or has suppressed material information in connection with the bid, the Pondicherry University reserves the right to take such action as may be appropriate in the best interest of the Pondicherry University as may be decided by the Pondicherry University. All consequences of such action will rest only with the defaulting tenderer.
- 13) Timely supply and installations of the ordered items in good condition is the essence of the contract. In case of failure to supply within the time specified in the Purchase order, a penalty / liquidated damages of 0.5% of the total value per week or part thereof shall be levied subject to a maximum of 7.5% in respect of the items which are not supplied. The decision of Pondicherry University will be final in this regard.
- 14) If an order is placed with the firm, the purchase shall be governed as per the Pondicherry University policy in vogue at that time.

- 15) Additional terms and conditions will be incorporated in the purchase orders, if needed, to safeguard the interest of the University.
- 16) The Pondicherry University shall not be responsible for any delay / loss or non receipt of tender.
- 17) In case of any dispute in respect of the tender all legal matters shall be instituted within the jurisdiction of the place where the purchaser ordinarily resides
- 18) Only those firms who are willing to abide by the terms and conditions of the University may submit their quotation.

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