

Aghore Kamini Prakash Chandra Mahavidyalaya

BENGAI :: GOGHAT :: HOOGHLY :: WB :: PIN – 712611

Notice Inviting e-Quotation

Notice Inviting e-Quotation No: AKPC/e-Quotation/01/2023-24

MemoNo:

Dated: 03-10-2023

Principal, Aghore Kamini Prakash Chandra Mahavidyalaya on behalf of the board of Purchase Committee invites e-quotation from bonafied, reliable, resourceful and experienced suppliers for the supplied detailed in the table below. (Submission of Bid through **online**)

Description:

Sl. No.	Specification of Item	Earnest Money (Rs.)	Tender Fees (Rs.)	Validity	Quantity
1	2	3	4	5	6
1	62.5 KVA DG Set comprising of KIRLOSKAR iGREEN make at 1500 RPM Liquid Cooled Diesel Engine fitted with KIRLOSKAR GREEN make 62.5 KVA, AC, Three Phase, 415 volts 50 c/s 1500 RPM alternator along with auto start stop panel, battery charger, fuel tank, base frame, battery with leads and canopy. Price to be quoted including GST, freight, unloading, placement, installation and connection.	Rs. 20,000.00	Rs. 2,000.00	30 Days	01

EMD (Earnest Money) and Tender Fees payment procedure:

Traditional procedure of depositing EMD & Tender Fees through off-line instruments like Bank Draft, Pay- order, Bankers Cheque etc. has been completely dispensed with for all e-tenders/e-procurements of the State Government (as per GO No. 3975-F(Y) dt. 28.07.2016 of Finance Deptt., Govt. of West Bengal) w.e.f. 1st September, 2016. Intending bidders desiring to make payment of earnest money (EMD) & Tender Fees on-line should beforehand read the instructions carefully, particularly in the Challan generated by the system of e-tender/e-procurement, if opted for EMD payment through RTGS/NEFT.

Section - A Instructions to Bidders

A General guidance for e-Tendering:

Instructions / Guidelines for electronic submission of the tenders have been annexed for assisting the suppliers to participate in e-Tendering.

1. Registration of Supplier:

Any contractor willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement system, through logging on to <https://wbtenders.gov.in> (the web portal of The West Bengal Government eProcurement System).

The supplier is to click on the link for e-Tendering site as given on the web portal.

2. Digital Signature certificate (DSC):

Each supplier is required to obtain a Class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders from the approved service provider of the National Informatics Centre (NIC) on payment of requisite amount. DSC is given as a USB e-Token.

3. The supplier can search & download NIT & Tender Documents electronically from WB e-Tender Portal once he logs on to the website mentioned in Clause 1 using the Digital Signature Certificate. This is the only mode of collection of E-Tender Documents.

4. Participation in more than one supply:

A prospective bidder shall be allowed to participate in the supply of equipment either in the capacity of individual or as a partner of a firm. If he is found to have applied severally in a single supply, all his applications will be rejected.

5. Submission of Tenders:

Tenders are to be submitted through online to the website stated in clause 1 in two folders at a time for each supply, one in Technical Proposal & the other is Financial Proposal before the prescribed date & time using the Digital Signature Certificate (DSC). The documents are to be uploaded virus scanned copy duly Digitally Signed. The documents will get encrypted (transformed into non readable formats).

B. BID Submission of Tenders:

1. Technical Proposal Non-Statutory document

The technical proposal should contain scanned copy of the following documents contained in two covers (folders).

- a. Statutory Cover containing the following documents:
 1. N.I.T.
 2. Form

2. Financial Proposal Non-Statutory document

The rate will be quoted in the BOQ

Quoted rate will be encrypted in the BOQ under Financial Bid. Downloaded properly and upload digitally signed.

3. Experience / Credential

The prospective bidders should have supplied said item(s) as mentioned in the BOQ prior to the date of issue of this Notice to any Government Office / Government College / Government Aided College / State or Central University / Research Institute.

General Terms and Conditions:

1. The bidder is required to pay the cost of tender documents for the purpose of participating in e-Tender.
2. In the event of e-filing the intending bidder may download the tender documents from the website <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate.

3. Technical Bid and Financial Bid both will be submitted concurrently duly digitally signed in the website <https://wbtenders.gov.in>. Tender document may be downloaded from website & submission of Technical Bid/Financial Bid as per Tender time schedule stated in Sl. No.11. The documents submitted by the bidders should be properly indexed & self-attested with seal.
4. Those who are participating in tender process should have valid I.T clearance (Last Three Financial Year), GST Registration Certificate, PAN card, P. Tax Certificates & Latest Submitted Challan, Valid Trade License with Latest Renewal Copy, Organization / Firm has upload the **Technical Specification** and **Manufacturer/Make** of the Items for which they are quoting rate in BOQ (If is mandatory)
5. The prospective bidders should have supplied similar nature of item as mentioned in the BOQ prior to the date of issue of this Notice to any Government Office / Government College / Government Aided College / State or Central University / Research Institute and it must be within last 5years from the date of issue of this Notice (NIT).
6. The bidders have to submit Earnest Money.
7. The rate should be kept valid for three months from date of submission.
8. **10% (TEN) of the billed amount will be deducted as Security Deposit money.** The Security Deposit money will be refunded after 06 (Six) months from the date of supply of the equipment, subject to observation of performance of the equipment satisfactorily.
9. *The Quantity of the Item(s) is mentioned in description.*
10. *During evaluation, the Tender Inviting Authority may summon the tenderers (if required) & seek clarification/ information or additional documents or original hard copy of any of the documents already submitted & if they are not produced within the stipulated time frame, their bid will liable to be rejected.*

11. Date and Time Schedule:

SL.NO.	PARTICULARS	DATE & TIME
1.	Date of publishing of Tender	03-10-2023 at 10:00 a.m.
2.	Documents download start date	03-10-2023 at 10:00 a.m.
3.	Documents download end date	17-10-2023 upto 12:00 Noon
4.	Bid submission start date	03-10-2023 at 10:00 a.m.
5.	Bid Submission closing	17-10-2023 upto 12:00 Noon
6.	Bid opening date for Technical Proposals	19-10-2023 at 15:00 p.m.
7.	Date & Time for opening of Financial Proposal	To be inform later

Special terms and conditions:

1. Bidder should upload the Manufacturer Authorization Certificates with the contact details of the authorized signatory. It is mandatory and same documents in original have to be produced at the time of verification of documents.
2. Manufacturer Authorization Certificates to be uploaded along with the bid documents.
3. Quoted price must include installation charges, price of necessary materials required for installation, applicable taxes. No extra price will be paid for the same.
4. No advance payment shall be made at any circumstances.
5. Payment will be made after successful installation and delivery of warranty certificate.
6. Conditional bid may not be accepted by the tender inviting authority.
7. **Delivery and Installation:** Within 07 - 10 days from the date of receipt of your purchase order.
8. **Penalty for Late Delivery or Installation:** In case of delay in delivery and installation, the competent authority has the right to deduct the amount 1% of total order value and the same may be increased to maximum of 5 % of order value.
9. **Warranty:** All the supplied equipment must carry 02 (Two) years standard warranty from the date of commissioning or 5000 hours of operation whichever is earlier. Free Service and support shall be provided at our site at zero cost. Under taking should be uploaded in this regard.
10. **Performance Security:** 5% performance security shall be claimed from the successful bidder or deducted of from the bill amount as performance security. The amount shall be paid after 6 (Six) months.

SECTION – B
FORM – I
PRE - QUALIFICATION APPLICATION

To,
The Principal,
AKPC Mahavidyalaya,
Bengai, Goghat, Hooghly.

Ref. : (Name of work) _____

e-Quotation No. : _____

Dear Sir,

Having examined the Statutory, Non-statutory & N.I.T. documents, I/we hereby submit all the necessary information and relevant documents for evaluation.

The application is made by me / us on behalf of _____ in the capacity _____ duly authorized to submit the order.

The necessary evidence admissible by law in respect of authority assigned to us on behalf of the group of firms for Application and for completion of the contract documents is attached herewith.

We are interested in bidding for the work(s) given in Enclosure to this letter. We understand that:

- 1) Tender Inviting & Accepting Authority can amend the scope & value of the contract bid under this project.
- 2) Tender Inviting & Accepting Authority reserve the right to accept full or part of the tender or reject any/or all tender(s) and/or negotiate by way of revised and/or improved offer from all the tenderers for the concerned job. Also the Authority of AKPC Mahavidyalaya reserves the right to withdraw full or part of the tender without assigning any reason whatsoever.

Enclosure(s) : e-Filling -

- 1) Statutory Documents.
- 2) Non-Statutory Documents.

Date : _____

Seal and Signature of the Tender

Sd/-
Principal
AKPC Mahavidyalaya