



Netarhat Residential School
Netarhat

**(An Autonomous Institution under School Education & Literacy
Department, Govt. of Jharkhand)**

Invites

Tender Notice No- 831, Dated -02.05.2017

Tender Document

**For Supply, Installation, Testing and Commissioning Of 30 KVA Silent Power
Genset With Standard Control Panel at Netarhat-835218, District- Latehar,
Jharkhand.**

Sealed tenders are invited for Netarhat Residential School, Netarhat from Primary Manufacturers Or Authorized dealers having relevant experience under two bid system i.e. Technical Bid & Financial Bid for Supply, Installation, Testing and Commissioning Of 30 KVA Silent Power Genset with Standard Control Panel for Netarhat Residential School premises at Netarhat-835218, District-Latehar, Jharkhand.

Terms and Conditions

1. Eligibility Criteria (all points are mandatory)

- a. The Bidder should be a leading name in the field of respective items.
- b. Bidder should be an Original Equipment Manufacturer (OEM)/Authorized Dealers.
- c. **The bidders must submit self-attested copies of last three year income tax return i.e-P.Y-2013-14,2014-15 and 2015-16 in the name of the firm/proprietor/partner.**
- d. The bidder shall provide the Registration number of the firm along with the TIN/CST/GST No. and the PAN Number allotted by the concerned authorities.
- e. The bidder must have experience of supplying similar orders of items/equipments as mentioned in list. The documentary evidence of this regard must be attached.
- f. One OEM can give only one quote either directly or through an authorized distributor/dealer /service provider.
- g. The bidder must not be blacklisted either by Netarhat Residential School, Netarhat or any other University/institution/Government department. An affidavit to this effect to be submitted.
- h. Entire work must be implemented within stipulated time from the date of issue of Purchase order. Delay in delivery will have penalty of 0.5 % of order value per week to total of 5% of order value.
- i. **Netarhat Residential School reserves the right to accept or reject any or all quotations without giving any reason. the decision of the Tender Committee Shall be final and Unchallengeable in any Court Of Law.**
- j. Netarhat Residential School, Netarhat reserves the right to cancel or giving the order to some other party who have contested in this tender if it is not deployed even after the date mentioned in the purchase order. Delay due to school would not be considered.
- k. **The bidder Should enclosed Of Catalog In Technical Bid Specified as per Tender .**
- l. **The Bidder Shall mention Validity Of Offer, Terms of Payment, Guarantee/Warranty period and schedule Of delivery.**
- m. The Contractor Shall not assign Or Sub- let his Contract or any Substantial part thereof to any Other agency.
- n. The Purchase Committee reserves the right to accept tender not necessarily the Lowest, reject any tender without assigning any reasons and accept tender for all or anyone or more of the articles for which tenderer has been given Or distribute items Of Stores to more than One Firm.

2. Cost of tender

Cost of tender form is Rs. 2,000.00 which is to be submitted in the form of bank draft from any nationalized bank in favour of the Principal, Netarhat Residential School payable at Netarhat must be enclosed with the tender form. Cost of tender form is Non-refundable.

3. Earnest Money Deposit :

The interested firm may put the complete document in all respects along with Earnest Money Deposit (EMD) as a demand draft from any nationalised bank of India drawn in favour of principal, Netarhat Residential School payable at Netarhat. The details of payable EMD is mentioned below:

The bidder should deposit Rs.5000 as EMD.

- i. The EMD should be enclosed in a separate envelop.
- ii. The EMD will be returned to the successful bidder on providing the security deposit.
- iii. EMD will not be waived under any circumstances.
- iv. Non submission of EMD will lead to rejection of tender at the opening stage itself.

4. Security Deposit

- a) Within 15 days of award of work order/purchase order, the vendor shall furnish a security deposit amounting to 10% of Purchase Order value in the form of Fixed Deposit, NSC/ Bank Guarantee/ Bond (from scheduled bank only) favouring the Principal, Netarhat Residential School, Netarhat.
- b) No Other Kind Of Securities money will entertained. if Successful bidder Shall not Submitting Security money within prescribed time Or form the Tender Committee reserves the right to reject to those Tender Supply Order at any time.
- c) **The security deposit should be kept for entire warranty period i.e. One Year**
- d) The security deposit will be forfeited in the case of non-execution of the order and non compliance of the term and conditions mentioned in the tender document.

5. Submission of Tender

- a) Separate envelopes for tender fees, EMD along with all document and annexure except price bid shall be submitted with Technical Bid and Financial Bid shall only contain the price bid duly sealed envelopes (Envelop I, II and III) should be placed in onebig cover and sealed with the superscription **Tenderfor Supply, Installation, Testing and Commissioning Of 30 KVA Silent Power Gensetwith Standard Control Panel For Netarhat Residential School campus situated at Netarhat, District- Latehar.**
- b) All Bids must reach and be received by the purchaser on or before the prescribed date line during the Office hours i.e. 18.05.2017 at 11.30 a.m.
- c) Late bids will not be entertained and returned Unopened to the bidder.
- d) The school reserves the right to ignore any tender which fails to comply with the aboveinstructions.
- e) The tender not submitted in the prescribed format or incomplete in detail isliable for rejection. The School will not be responsible for the non-receiptof quotations within the specified date and time due to any reasonincluding holidays or delay.

A. Envelope I (Tender fee)

The Tender fee should be enclosed in a separate envelop marked for the same andnoting to be made in the original covering letter.

B. Envelope II (Technical Bid)

The technical bid/offer should be complete in all respects and contain allinformation asked for except prices. The Technical offer should include allcomponents asked for in Annexure I-V. The suggested format forsubmission of technical offer is as follows:

- i. Covering Letter as per Annexure – I with Company Seal.
- ii. The Company profile as per Annexure – II with Company Seal.
- iii. Details of 3 major projects as per Annexure – III with Company Seal.
- iv. Warranty Compliance statement as per Annexure – IV with Company Seal.
- v. Technical Specification as per Annexure- V with Company Seal.
- vi. Undertaking (on stamp paper of Rs. 10.00) that the successful bidder agrees to submit a security deposit amounting 10% of Purchase Order Value in form of NSC/ Bank Guaranty/FD/Bond in favour of the Principal Netarhat Residential School, Netarhat.
- vii. The tender form should be completed in all aspect as mentioned in last of the tender document.

C. Envelope III (Financial Offer)

The Financial Offer (C.O.) should give all relevant price information. The Bid Form must be filled in completely, without any errors, or alterations. The Financial offer must not contradict the technicaloffer in any way.

6. Opening of Tender:

- a. The tender will be opened in the office of The Principal, Netarhat Residential School, Netarhaton **18th May, 2017 at3.30 P.M.**
- b. **Financial Bids of only those firms shall be opened which qualify in technicalbids and would be opened on 19th May, 2017 at 3.30 P.M**
- c. The bidders have to be present or send their authorized a representative to be present in the opening of the tender at the time and date specified in theSchedule.

7. Offer validity Period

The offer must be valid for a period of **Six Month** from the closing date of thetender. Any offer falling short of the validity period is liable for rejection.

8. Costs and Payment Terms

- a. The offer should include the cost of all type of Gen-Set and all required accessoriesinclusive of all taxes and statutory levies including labor/ installation charges if any.
- b. Vague terms like “packing, forwarding, transportation etc. extra” withoutmentioning the specific amount will not be accepted. Such offers shall betreated as incomplete and rejected.
- c. Bidders shall indicate their rates in clear/visible figures as well as in wordsand shall not alter/overwrite/make cutting in the quotation. In case of amismatch, the rates written in words will prevail.
- d. Discount, if any, should be indicated prominently.
- e. **Payment will be made after the successful delivery, installation and commissioning of their scope of work mentioned in respective work/purchase orders.**
- f. **No advance payment will be made. Payment will be made Subject to the Clearance of the Store Section.**

9. Scope Of Work:

Scope of work shall include Supply ,Testing and Commissioning Of 30 KVA , Silent Power Generator Set with Central Control Board approved Acoustic Enclosure comprising of Diesel engine with standard accessories coupled to alternator mounted on Channel Iron Base frame with Vibration free Pads, Complete with fuel tank having Sufficient Capacity for Minimum 8 hours of Operation with Auto Main Failure (AMF).

10. No Commitment to Accept Lowest rate in the Tenderprocedure.

- i. The School shall be under no obligation to accept the lowest or any other offer received in response to this tender notice and shall be entitled to reject any or all offers including those received late or incomplete without assigning any reason whatsoever.
- ii. The school reserves the right to make any changes in the terms and conditions of the work.
- iii. The School will not be obliged to meet and have discussions with any vendor, and or to listen to any representations.

11. Order Cancellation

- i. **The School also reserves the right to cancel the order in the event of one or more of the following circumstances:**
- ii. Delay in work beyond the stipulated time mentioned in the work order from the date of issue of the work order.
- iii. Breach by the tenders of any of the terms and conditions of the tender.
- iv. Any action by the vendor, which is in breach of law or accepted practices in the commercial transactions.
- v. If the Firm/Vendor goes into liquidation voluntarily or otherwise.

12. Completeness of the Contract

The contract will be deemed as incomplete until the system becomes fully operational. Until then the installation will be termed as incomplete and the warranty period will not commence. The warranty period will commence only on acceptance (based on acceptance test) of the installation.

13. Pre-installation requisites:

Pre-installation requisites (electrical/floor/space etc.), should be done from the vendor on their own cost at site before submission of tender.

14. Installation and Commissioning:

Free of cost at Netarhat Residential School, Netarhat.

15. Tender updates:

Prospective bidders please refer to our website www.netarhatvidyalaya.com for any changes which may appear from time to time.

16. Signing of Tender:

The Tender is liable to be rejected if complete information is not given therein or if the particulars and date (if any) asked for in the schedule to the Tender are not fully filled in or not duly signed/authenticated. Specific attention is drawn to the delivery dates and important conditions referred to in Annexure enclosed herewith. Each page of the tender documents required to be signed and bear the official seal of the bidders.

17. Transit Insurance:

The Purchaser will not pay separately for Transit Insurance.

18. Amendment in tender conditions

The Principal, Netarhat Residential School, Netarhat reserves all right to amend or withdraw any of the terms and conditions contained in tender document or to reject any or all tenders without giving any notice or assigning any reason. The decision of the Principal in this regard shall be final and binding on all.

19. Warranty:

The Engine, Alternator , Battery and other accessories shall be warranted for a Period Of One Year from the date of Commissioning necessary Certificate of warranty shall be Submitted along with the DG Set. Supplier has to provide Service Support within 8 hours from Commissioning time.

20. Comprehensive Annual Maintenance Contract (CAMC):

Tenderer shall extend Comprehensive Annual maintenance Contract For the Whole System for a period of Three Years after the Completion of Performance warranty Period. Supplier has to Provide Service Support within 8 Hours through the authorized Servicing Party of the Generator. rate of CAMC shall be Prescribed Format as per Given. (**mandatory**).

21. Enquiry :

1. Mr. Bindhyachal Pandey, Principal (06569-277644)
2. Mr. Roshan Kumar Baxi, Bursar (7033388874)

Annexure I

(Letter on the vendor's/OEM letterhead

Company Profile

Details filled in this form must be accompanied by sufficient documentary evidence, in order to verify the correctness of the information.

Sl.No.	Item Details	Details
1	Name of Company	
2	Corresponding Address	
3	Telephone and Fax numbers	
4	Email	
5	Website	
6	Date of Registration of the Company	
7	Year of Commencement of Business	
8	Name and designation of the person authorized to make commitments to the school	
9	Contact details of the person authorized to make commitments to the school	
10	Sales Tax Number /Registration with VAT	

Signature with Company Seal
(Name and Designation)
Date:

Annexure II

(Letter on the vendor's/OEM letterhead)

To,
The Principal,
Netarhat Residential School,
Netarhat-835218

Dear Sir/Madam,
Subject: Your tender ref no _____, dated _____.

This bears reference to our quotation Ref. _____ Dated _____

1. We warrant that everything to be supplied by us shall be brand new, free from all defects and faults in material, workmanship and manufacture and shall be of the highest grade and quality and consistent with the established standards for materials specification, drawings or samples if any, and shall operate properly. We shall be fully responsible of its efficient operation.

Yours faithfully
Signature with Company Seal
(Name and Designation)
Date

Annexure- III

Tender Form

The bidders should furnish the under mentioned information and also enclose the copy of the respective document as mentioned below failing which their bids will not be considered.

1. Name of the Firm along with Full Address:
2. Name of the Proprietor:
3. Telephone / Mobile Number:
4. Email:
5. Website:
6. Bank Account Number:
7. Income Tax Permanent Account Number (Please enclose photocopy):
8. Registration with Trade Tax:
 - a. Trade Tax Reg. No.
 - b. C.S. T. No.
 - c. ST/VAT No.
 - d. TIN No.
9. Income Tax Return for the last three months (Please enclose photocopy):
10. Firm deed and Registration of the firm: (Please enclose photocopy):
11. (a) Demand Draft towards the cost of the Tender Form (Rs. 2000.00):
 - a. Draft No.
 - b. Name of the issuing Bank with Date:

Demand Draft should be drawn in favour of the Principal, Netarhat Residential School, Netarhat payable at Netarhat. Tenders/Bids not accompanied by the requisite Demand Drafts shall not be considered and shall be rejected.

Signature
(Name and Designation)
Date

Annexure IV

(Letter on the vendor's/OEM letterhead)

To,
The Principal,
Netarhat Residential School,
Netarhat-835218

Dear Sir/Madam,
Subject: Your tender ref no _____, dated _____.

This bears reference to our quotation Ref. _____ Dated _____

1. The Engine, Alternator , Battery and other accessories shall be warranted for a Period Of One Year.
2. We warrant that everything to be supplied by us shall be brand new, free from all defects and faults in material, workmanship and manufacture and shall be of the highest grade and quality and consistent with the established standards for materials specification, drawings or samples if any, and shall operate properly. We shall be fully responsible of its efficient operation.
3. We would provide free on-site warranty of the installed system for a period of three years and Subsequent AMC rate.

Yours faithfully
Signature
(Name and Designation)
Date

Annexure V

SUPPLY OF ITEMS TO NETARHAT RESIDENTIAL SCHOOL,NETARHAT
Schedule of Rates

To,

PRINCIPAL,
NETARHAT RESIDENTIAL SCHOOL
NETARHAT,

Sir,

I/we have gone through, understood fully and declare that I/ we shall abide by the terms and conditions detailed in the tender document for supply of the items required ----

My / Our rates are as under :-

Items	Unit	Qty	<u>Specification (To be filled by Bidder in full details)</u>
<u>Generator 30 KVA</u> 1.30 KVA DG set Comparising of engine with standard accessories coupled with alternator with diesel tank, starting battery with leads, AMF Control Panel. 2.Should be reputed brand i.eKirloskar/Ashok Leyland/Mahindra etc. 3.Supplied with Standard AMF Panel Of Fully automatic Control. 4.Saftey Key Lock to Prevent Unauthorized Use. 5.Device is Produced by ISO 9001 Certified manufacturer.	Each	1	

Yours Faithfully

Name of Firm/Company
With Company seal

CAMC BOND (Mandatory)
CAMC Price Schedule

PRICE SCHEDULE FOR ANNUAL COMPREHENSIVE MAINTENCE CONTRACT AFTER WARRANTY PERIOD

Generator (DG) Set 30 KVA with **Auto Main Failure (AMC)** Control Panel

1	2	3	4	5	6	7
Schedule No.	BRIEF DESCRIPTION OF GOODS	Qty (Nos.)	1 st Year	2 nd Year	3 rd Year	Total CAMC COST FOR 3 Year
	Generator (DG) Set 30 KVA and its all accessories	1				

- After completion of Warranty period

NOTE :-

1. In case of discrepancy between unit price total prices, THE UNIT PRICE shall prevail.
2. The cost of Annual Comprehensive Maintenance Contract (CAMC) which includes preventive maintenance including testing & calibration as per technical/service/operational manual, labour and spares, after satisfactory completion of Warranty period may be quoted for next 3 years on early basis for complete equipment and Turnkey (if any).
3. The cost of CAMC may be quoted along with taxes applicable on the date of Tender Opening. The taxes to be paid extra, to be specifically stated, In the absence of any such stipulation the price will be taken inclusive of such taxes and on claim for the same will be entertained later.
4. Cost of CAMC will be added for Ranking/Evaluation purpose.
5. The uptime warranty will be 98 % on 24 (hrs) x 365 (days) basis or as stated in Technical Specification of the TE document.
6. All software updates should be provided free of cost during CAMC period.
7. The stipulations in Technical Specification will supersede above provisions.
8. The supplier shall keep sufficient stock of spares required during Annual Comprehensive Maintenance Contract period. In case the spares are required to be imported, it would be the responsibility of the supplier to import and get them custom cleared and pay all necessary duties.

Signature of Tenderer :

Name :

Address :

Seal of Tenderer

Price Bid (Financial Bid)- Separate Envelope

SUPPLY OF ITEMS TO NETARHAT RESIDENTIAL SCHOOL,NETARHAT

Schedule of Rates

To,

PRINCIPAL,
NETARHAT RESIDENTIAL SCHOOL
NETARHAT,

Sir,

I/we have gone through, understood fully and declare that I/ we shall abide by the terms and conditions detailed in the tender document for supply of the items required ----

My / Our rates are as under :-

Items	Unit	Qty	Unit Rate With all Taxes	Total Amount With All Taxes
<u>Generator 30 KVA</u> 1.30 KVA DG set Comparising of engine with standard accessories coupled with alternator with diesel tank, starting battery with leads, AMF Control Panel. 2.Should be reputed brand i.eKirloskar/Ashok Leyland/Mahindra etc. 3.Supplied with Standard AMF Panel Of Fully automatic Control. 4.Saftey Key Lock to Prevent Unauthorized Use. 5.Device is Produced by ISO 9001 Certified manufacturer.	Each	1		
Total (Rupees in Figure):				
Total (Rupees in Words):				

Yours Faithfully

Name of Firm/Company

With company seal

