



तेजपुर विश्वावद्यालय / TEZPUR UNIVERSITY

(संसद के अधिनियम द्वारा स्थापित केंद्रीय विश्वविद्यालय)

(A Central University established by an Act of Parliament)

कुल सचिव का कार्यालय/ OFFICE OF THE REGISTRAR

नपाम::तेजपुर-784028::असम

NAPAAM::TEZPUR-784028::ASSAM

NOTICE INVITING QUOTATIONS (NIQ)

Online Tenders in 02 bid System (Technical and Financial) are invited through GEM, from reputed manufacturers/authorized dealers for supply of portable hand tools and equipment for wood-working and making furniture for the DST sponsored project of Dr. Madhurima Goswami, Candraprabha Saikiani Centre for Women Studies Centre. ***(Detail Technical Specifications/Compliance Sheet of the required items are uploaded/attached separately at Annexure-I)***

Please read the NIQ document carefully before participating in the bid. It shall be deemed that submission of bid by the bidder has been done after careful study and examination of the NIQ terms with full understanding to its implications. Any lack of information shall not, in any way, relieve the bidder of its responsibility to fulfill its obligations under the Bid.

The University will reject a proposal for award if it determines that the bidder recommended for award, has engaged in corrupt or fraudulent practices in competing for, or in executing, the Purchase Order. Fraudulent Practice means a misrepresentation of facts in-order to influence a procurement process and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive Tezpur University of the benefits of free and fair competition. Corrupt Practice means offering, giving, receiving, or soliciting of anything of value, pressurizing to influence the action of a public official in the process of this purchase execution.

For any queries /doubt please contact the Store & Purchase Section (e-mail snp@tezu.ernet.in)

General Information about the NIQ

Last date and time for submission of Bids: As in GEM Bid

Date and Time of opening of Bids: As in GEM Bid

GENERAL TERMS & CONDITIONS:

1. The items as desired to be procured through this bid are supplementary to each other and in the execution of the project in its entirety; as such, interested participants may note that they are to quote for all the items as desired to be procured through this bid.
2. **Rates:** Rates quoted should be on **FOR Tezpur University, Napam, Tezpur, Door Delivery Basis**, for indigenous items and **CIP Tezpur University, Napam, Tezpur or Delivered Duty Paid**, for imported item. Failure to comply with this term may lead to rejection of the quotation/bid.
3. **Quotations should be accompanied by:**
 - i) An **EMD** (in the form of Demand Draft/Banker Cheque) for **92,000/- (Rupees Ninety Two Thousand only)** drawn in favor of **"The Registrar, Tezpur University"**, payable at Tezpur. **No request for consideration of earlier deposited EMD will be considered.**
 - ii) **Bidders who are MSME/NSIC registered** need to furnish a **"Bid Security Declaration"** (format enclosed at Annexure-III) **in lieu of EMD** accepting that if they withdraw or modify their bids during the period of validity etc., they will be suspended for a **period of Three (03) years** from participating in any future bid invited/published by Tezpur University. Bidders who are MSME/NSIC registered seeking exemption from payment of **Earnest Money Deposit (EMD)** are to submit valid documents in support of their claim. Bidders seeking exemption are asked to clearly mention the category under which the exemption is claimed. The category of exemption under MSME/NSIC will be strictly adhered to.
 - iii) **The EMD (in form of Demand Draft) as stated above should be deposited/submitted/reach the office of the undersigned before opening of the Bids in an envelope superscribed as "EMD for**

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Bid No. (State the Bid No. generated by GEM) addressed to the Deputy Registrar-S&P, Tezpur University. Failure to do so may result in rejection of the bid.

4. Bidders are to ensure that they are GST compliant and that their quoted tax structure/rates are as per GST law. The rates should be exclusive of taxes, and the applicable tax percentage should be clearly indicated.
5. Applicable levies, surcharges, and discounts should be clearly indicated item-wise.
6. The Data Sheet/catalogue of the product(s) offered in the bid is to be uploaded along with the bid documents. Buyers can match and verify the Data Sheet with the product specifications offered.
7. **Validity of Quotation:** Quoted rates must be valid for at least **180 days** from the last date of submission of quotation.
8. **Bidder financial standing:** The bidder should not be under liquidation, court receivership, or similar proceedings and should not be bankrupt. Bidder to upload undertaking to this effect with the bid.
9. **Manufacturer authorization:** Wherever Authorized Agency/ Distributors/Partners are submitting the bid, Manufacturers Authorization Form (MAF)/Certificate with OEM details such as name, designation, address, e-mail ID, and Phone No. required to be furnished along with the bid. The authorization must be addressed to the buyer, and the bid should be specific to OEM.
10. **Bidders Turn Over Criteria:** The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution/incorporation of the bidder is less than 3 years old, the average turnover in respect to the completed financial years after the date of constitution shall be taken into account for this criteria.
11. **OEM Turn Over Criteria:** The minimum average annual financial turnover of the OEM of the offered product during the last three years, ending on 31st March of the previous financial year, should be as indicated in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution/incorporation of the OEM is less than 3 years old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for the criteria.
12. **Basis of Evaluation:** Evaluation will be initially done based on successful submission of the mandatory documents as well as technical specifications enclosed in the tender notice. Accordingly, Financial bids of the technically qualified bidders will be opened.
13. **Literature a must (wherever applicable):** All the quotations must be supported by technical leaflet/literature and the specifications mentioned in the quotation must be reflected/ supported by such technical leaflet/ literature. The model and specifications quoted should **invariably be highlighted** in the leaflet/literature for easy reference.
14. **Dealership Certificate (wherever applicable):** Dealers or Agents quoting on behalf of Manufacturer must upload valid dealership certificate. OEM should have service centres all across Assam, toll free number, Service Matrix & SLA needs to be furnished. Product datasheet, user manuals & brochures etc. need to be furnished against the technical parameters & the same should be available with OEM website.
15. **Quality Certificates:** Valid certificate to prove that the products are genuine and of international standard, as mentioned below, must be uploaded: (a) Manufacturer's certificate; (b) ISO certificate.
16. **Genuine Pricing:** Vendor is to ensure that quoted price is not more than the price offered to any other customer in India to whom this item has been sold, particularly to Universities/IITs/Institutes and other Government Organization.
17. Installation, demonstration, and training-sessions should be conducted/imparted by the selected bidder/ OEM for the delivered equipment as well.
18. **PENALTY FOR DELAYED DELIVERY:** The date of delivery should be strictly adhered to. In the event of delayed delivery, installation & commissioning, the vendor shall be liable for a penalty deduction as per prevailing rule.
19. The University is exempted from paying Custom and Excise duty.
20. Warranty/Guarantee (for a period of 03 years) should be specifically mentioned in the quotation.

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21. Irresponsive/incomplete quote will be rejected.
22. No Advance payment will be made.
23. The University reserves the right to accept or reject any or all the quotations without assigning any reason.
24. Quoted price should be inclusive of delivery up to Tezpur University, Tezpur.
25. Applications for release of **EMD** should be submitted to the **Deputy Registrar-S&P**.
26. Apart from the above terms and conditions the University has the right to include any other terms and conditions as and when felt necessary.
27. **Performance Bank Guarantee amounting to Three (03) % of the order value needs to be submitted in the form of a Bank Guarantee in favor of "The Registrar, Tezpur University" on or before the final settlement of the bill. The Performance Bank Guarantee must remain valid for the entire warranty period (if selected) plus 60 (sixty) days.** No interest shall be paid on the Performance Bank Guarantee.
28. **Conditional tenders not acceptable:** All the terms and conditions mentioned herein must be strictly adhered to by all the vendors. Conditional tenders shall not be accepted on any ground and shall be rejected straightway. Printed conditions mentioned in the tender bids submitted by vendors will not be binding on Tezpur University.
29. **Enquiry during the course of evaluation not allowed:** No enquiry shall be made by the bidder(s) during the course of evaluation of the tender till final decision is conveyed to the successful bidder(s). However, the Purchase Committee or its authorized representative (Tezpur University) can make any enquiry/seek clarification from the bidders. In such a situation, the agency shall extend full co-operation. The bidders may also be asked to arrange demonstration of the offered items, in a short period notice, as such the bidders have to be ready for the same.
30. The bidder must submit customer satisfactory certificate of installation and commissioning of similar instrument delivered to other organizations/institutions.

Termination for default: Default is said to have occurred.

- a. If the product or any of its component is found having poor workmanship, faulty designs, poor performance and bad quality of materials used.
- b. If the agency fails to deliver any or all of the services within the time period(s) specified in the purchase order or any extension thereof granted by Tezpur University.
- c. If the supplier fails to perform any other obligation(s) under the contract.
- d. Under the above circumstances Tezpur University may terminate the contract / purchase order in whole or in part and forfeit the EMD/PBG as applicable. In addition to above, Tezpur University may at its discretion also take the following actions: Tezpur University may procure, upon such terms and in such manner, as it deems appropriate, goods similar to the undelivered items/products and the defaulting supplier shall be liable to compensate Tezpur University for any extra expenditure involved towards goods and services obtained. Besides, the Vice-Chancellor, Tezpur University, and reserves the right to impose any other form of penalty as deemed fit including blacklisting of the vendor.

31. Selection criteria:

i. Evaluation Criteria:

To ensure that each bidder has the necessary qualifications and resources to fulfil its obligations under the contract, the following criteria shall be evaluated. The Eligibility, Financial, Experience & Support criteria should be passed before the technical criteria. Technical criteria will be evaluated and ranked by the award of "ACCEPT" and/or "REJECT". Only the "ACCEPTED" vendors will be considered for opening of price bid. The evaluation will be done based on the total value-wise evaluation. In case, a joint venture makes a bid, any one of the members of the joint venture needs to be qualified for each of the criteria mentioned below.

- ii. The L-1 will be selected based on the price of basic equipment and selected accessories as per order of priority.

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Eligibility Criteria:

- a. The bidder or the OEM should not be blacklisted by Tezpur University or any other Educational /R&D/ PSU/ Govt organizations. A certificate or undertaking to this effect must be submitted.

iii. Technical Criteria

Technical bids will be evaluated and ranked by the award 'Accepted' & 'Rejected'. The price bids of Accepted vendors would then be considered by the concerned Purchase Committee of the institute.

Delivery Period

32. The delivery installation and commissioning should be completed within **15 days** of the award of BID without any deviation.

Deputy Registrar (S&P)
Tezpur University

19. The University is authorized from paying Cash and Bank only.
20. Warranty period for a period of 03 years should be specifically mentioned in the quotation.



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Annexure-I

Tender specification for the woodworking/furniture making tools:

Sl.No	Particular	Quantity	Specification
1	Electrical Dryer	1	5-1/2'X 5' x 6' ,Heater 1 kw x 6 heaters. Two fan .75 kw . Including control panel to adjust heat and air cication whit exhaust fan Automatic cut of system
2	Thin slivering Machine	1	Powre : 1 HP, Single phase. Ability to make .5mm slivers . Maximum thickness of the strips:8mm
3	Bamboo Coil making Machine	1	Power : 1H.P single phase, ability to make coil on the surface of the table
4	Bamboo Coil Finishing Machine	1	Power : 1H.P single phase, ability to make coil on the surface of the table
5	Treatment Tank (Made by SS) & Dyeing Tank	1	size: 8'X 2' x1-1/6' . Metal: SS , Thickness 1.8mm. Including MS stand for heating
6	Compressor 3 HP with spry Gun & Horse Pipe	1	Air Compressor with 3 HP Motor fitted, Max Press 12 Kg/cm2, working pressure 4-6 Kg/cm2. Tank capacity 200 litres with Auto cut. (100 meter pipe connection including 10 connecting point with valves)
7	Spray Booth	1	W xD xH) : 2155 x 1090 x 2620mm Effective Spray area :1600 x 1800mm Power : 3 H.P X1no & 2 H.P x 1no
8	Wood Turning lathe Machine with chuk	1	Length:4' , Motor:1 h.P,Changble 3 speeds,4 inch dog-chuck system attachment, Including 5-6 pcs carbide trips tools
9	Disc & Belt Sander machine	1	Sanding Belt Size: 150 x 1220 mm (6" x 48") Sanding Disc Size: 254 mm (10") Spindle Speed (RPM): 1400 Power Required: 1 HP / 1440 RPM
10	Bamboo Charcoal & Vinegar Making Machine	1	Production capacity 300-400 kg/day,Vinegar will also be produced. Stainless.Sheetneed to be used.

M. J. Prasad



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Sl.No	Particular	Quantity	Specification
11	Laser Engraving Machine (rotary Attachment)	1	Wattage: 60 watt,Laser Source : hermetic Co2 glass tube,Max Cutting Speed: 25mm/min,Work Area 400 x 500mm,Rotary system is required for round surface
12	Hand Drill M/c	4	Power output: 136W Rated speed : 3116 rpm Chuck capacity, min./max.: 0.5 – 6.5 mm Drilling diameter in Bamboo: 15 mm
13	Hand Drill M/c (heavy Duty)	2	Power output: 136W Rated speed : 3116 rpm Chuck capacity, min./max.: 0.5 – 6.5 mm Drilling diameter in Bamboo: 15 mm
14	Cord less drill & driver	2	Professional Battery Type: Lithium Rated speed: 1300 rpm Chuck capacity, min./max.: 10 mm Drilling diameter in Bamboo: 7mm
15	Drill Stand	1	To hold portable drill machine Column Length: 767mm Drill Stroke: 514mm Drill Diameter: 180 mm Working length, Z-axis : 455mm

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Sl.No	Particular	Quantity	Specification
16	Table Vice	2	Jaw width 75mm Jaw opening -75mm (metal -EN-9)
17	Clamps or carpentry Vice	4	size of the clamp is 6 feet
18	Hand Splitter	1	No of baldes-8, 10,12 & 14 and both side handle to split bamboo
19	Mitre Saw (Bosch) GCM-10	4	1650W 254MM COMPOUND MITRE SAW, Load Speed-4500/min,Blade Size-254mm,Cutting Range-47 to 52,
20	Hole Saw 25mm	2	carbide Trips (Hinge Boring Tools) Preferable made By Bosch
21	Hole Saw 29mm,	2	carbide Trips (Hinge Boring Tools) Preferable made By Bosch
22	Hole Saw 35mm,	2	carbide Trips (Hinge Boring Tools) Preferable made By Bosch
23	Hole Saw 44mm	2	carbide Trips (Hinge Boring Tools) Preferable made By Bosch
24	Tools Box (set)	60	Attached seperately
25	Angle Grinding machine	8	850W Toggle Switch Small Angle Grinder,11,000 RPM,Spindle Size-M10
26	Random Orbit Sander	2	14000 OPM , Orbital Diameter-2mm 280W 1/3 SHEET SANDER,Sanding Pad Size-91x185mm Sanding Paper Size-93x230mm
27	Portable Jig saw	2	Rated input power* : 500 W, Stroke rate at no load: 1,450 – 3,200 spm,Saw, stroke length : 20 mm, Maximum Cutting depth in wood : 70 mm
28	Portable Circular Saw	2	Power : 1H.P single phase, ability to make circular on the surface of the table
29	Marble saw with circular saw	2	Rated input power: 1200W, Saw blade diameter: 110mm, No-load speed: 12,000 rpm
30	Poratble Planner	2	Professional, Rated input power: 650 W,Planning Width: 82mm,Planning Depth: 2.6mm
31	Table Saw	1	Saw blade diameter : 254 mm, Incline setting: 47 ° L / 2 ° R, Table size : 642 x 634 mm, No-load speed: 3,650 rpm, Cutting height 90° : 79 mm,Saw blade bore diameter : 30 mm

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Sl.No	Particular	Quantity	Specification
32	Table Grinding Machine	2	Grinding wheel diameter: 150 mm, Rated input power : 350 W, Grinding wheel widths : 20 mm, No-load speed : 3,000 rpm, Grinding wheel bore : 20 mm
33	Spray gun (Pilot)	2	Cup capacity (litres) 0.57, Gun distance from work piece mm(inch) 228.6 (9), Required pressure (kgs/sq.cm) 2.8-4.2
34	Vertical sander	1	Table Size: 18"x30" Power: 1H.P, Belt size :6 inch x 49 inch. Movable spindle, belt is adjustable as per job dimension
35	Pneumatic Pin Gun/Plier	2	Air Nailer Length 10-25mm, Minimum 100 pcs can be loaded at a time
36	Router	4	1200W 8MM VARIABLE SPEED PLUNGE ROUTER, 8000-27000RPM, Cutter Dia-30mm
37	Router Blade	4	Include different profile cutters
38	Plam Router	4	Power Input 550W, no load speed 33000rpm, bit size 6/1/4"
39	Portable Band Saw	2	900W, Blade length: 88", thickness of cut: 165mm, Blade Speed: 1000m/minute to 500m/minute
40	Racipsaw	2	Voltage 18v, Stroke length: 28mm, Cutting depth 230mm
41	Scroll Saw	2	50W, thickness of cut: 2", Throat: 16" SPM: 400-1600, length: 600mm

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Annexure-II

List of Enclosures to be submitted with the Bid Document

Sl.	Type of Document	Submit	Page
1.	Bidders Office Address (with mobile No. and e-mail)	Yes/No	
2.	PAN Card	Yes/No	
3.	GST Certificate	Yes/No	
4.	Valid Trade License/ Registration Certificate	Yes/No	
5.	ITR Returns (Last 03 Financial Years)	Yes/No	
6.	Declaration of Non-Blacklisting	Yes/No	
7.	Acceptance to Tender Condition	Yes/No	
8.	Technical Specifications and Compliance Sheet including model supported by leaflet	Yes/No	
9.	Audited Balance Sheet certified by CA for last 03 yrs. *	Yes/No	
10.	Annual Turnover (last 03 Financial Years) *	Yes/No	
11.	Proof of Experience *	Yes/No	
12.	Earnest Money Deposit *	Yes/No	
13.	Bid Security Declaration Form*	Yes/No	
14.	MSME / NSIC (* exempted for those who are MSME registered)	Yes/No	
15.	ISO Certificates (wherever applicable)	Yes/No	
16.	Address of After Sales Support /Service Centres (wherever applicable)	Yes/No	
17.	Dealership Certificate/Authorization Certificate (wherever applicable)	Yes/No	
18.	MII Declaration (wherever applicable)		
19.	Escalation Matrix	Yes/No	
20.	Product Datasheet, User Manual and brochure in support of technical parameters	Yes/No	
21.	Certification for Genuine Pricing	Yes/No	

N.B: (*) denotes exemption of documents for MSME registered bidders as shown above at Sl. 14 against MSME clause.

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Annexure-III

(To be submitted on Company's/Firm's Letterhead signed and sealed)

Bid-Security Declaration Form

Date: _____

Bid No. _____

To (insert complete name and address of the purchaser)

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Security Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of three year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

(a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or

(b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed: (insert signature of person whose name and capacity are shown) in the capacity of (insert legal capacity of person signing the Bid Securing Declaration).

Name: (insert complete name of person signing the Bid Securing Declaration)

Duly authorized to sign the bid for an on behalf of: (insert complete name of Bidder) Dated on

_____ day of _____ (insert date of signing)

Corporate Seal (where appropriate)

(Note: In case of a Joint Venture, the Bid Securing Declaration must be in the name of all partners to the Joint Venture that submits the bid).

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