

INSTITUTE OF MANAGEMENT STUDIES

Morabadi Campus, Ranchi University
Ranchi – 834008, Jharkhand

NOTICE INVITING TENDER

The Director, Institute of Management Studies, Ranchi University, Ranchi invites Tenders for the supply, installation, testing and commissioning (SITC) of **62.5 KVA Silent DG Set** for the Institute. Sealed quotations are invited from authorised dealers for the aforesaid purpose as per the details provided in the Tender document. The Tender document can be downloaded from the website www.ranchiuniversitymba.in.

Last date and time of receiving tenders

May 23, 2019 up to 1 PM

Date and time for opening tenders

Technical Bid

May 23, 2019 at 2 PM in the Conference Hall of the Institute in presence of the Tenderers or their authorised representatives.

Price Bid

May 24, 2019 at 2 PM in the Conference Hall of the Institute in presence of the Tenderers or their authorised representatives who qualify in the Technical Bid.

Tender Fee (Non-Refundable)

Rs. 1,000/- (Rupees one thousand only) by way of crossed demand draft drawn in favour of "Vocational B-1 MBA Course" payable at Ranchi.

Earnest Money Deposit

Rs. 10,000/- (Rupees ten thousand only) by way of crossed demand draft drawn in favour of "Vocational B-1 MBA Course" payable at Ranchi.

Sd./-
Director
Institute of Management Studies
Ranchi University, Ranchi

TENDER DOCUMENT

**SUPPLY, INSTALLATION, TESTING AND COMMISSIONING (SITC) OF
62.5 KVA SILENT DIESEL GENERATOR SET
AT INSTITUTE OF MANAGEMENT STUDIES, RANCHI UNIVESRITY, RANCHI
(DURING BUDGET YEAR 2018-19)**

PARTICULARS OF THE TENDER

Designation and address of the authority inviting tender –

The Director
Institute of Management Studies
Morabadi Campus, Ranchi University
Ranchi 834008 (Jharkhand)

Tender enquiry no.

IMS-RU/DIR/OA/TENDER/2019/05/07/01dated May 7, 2019

Last date and time of receiving tenders

May 23, 2019 up to 1 PM

Date and time for opening tenders

Technical Bid

May 23, 2019 at 2 PM in the Conference Hall of the Institute in presence of the Tenderers or their authorised representatives.

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Total number of pages in this Tender Document

16 pages

1. Introduction

- 1.1 The Institute of Management Studies (IMS) was established in the year 2002 as a constituent unit of Ranchi University for imparting high quality education in the field of business management. The Institute has today emerged as one of the better known management institutes in the region. The contribution of the Institute in the field of management education has been widely recognised by the students, professional associations, industry, society and all concerned. The Institute is a life-time member of Association of Indian Management Schools (AIMS), Association for Management Development of Institutions in South Asia (AMDISA) and Association for Research in Social Sciences, Commerce and Management (ARISCOM).
- 1.2 The terms "Purchaser", "Client", "Buyer", "Customer", "Institute" wherever mentioned in this tender document shall invariably mean Institute of Management Studies, Morabadi campus, Ranchi University, Ranchi – 834008 (Jharkhand).
- 1.3 The terms "Vendor", "Supplier", "Contractor", "Service Provider" wherever mentioned in this Tender document shall invariably mean the Successful Bidder / Successful Tenderer who has been assigned the job of supplying items and executing incidental work as detailed under various clauses, terms and conditions of this document.

2. Background

- 2.1 The Institute has the wherewithal and the available financial resources for immediate procurement, installation, testing and commissioning of 62.5 KVA Silent DG Set within the campus of the Institute. Sealed quotations are invited from authorised dealers for the aforesaid purpose as per the details provided in this Tender document.

3. Requirements / Scope of Work

- 3.1 The scope of this tender covers procurement, installation, testing and commissioning of 62.5 KVA Silent DG Set inside the campus of the Institute along with the related civil electrical and incidental works.
- 3.2 The project has to be taken up on a turnkey basis, as per the terms and conditions as laid down in this Tender Document.
- 3.3 The prospective bidders may, if they wish, visit the site and assess the requirement of materials for installation of 62.5 KVA Silent DG set and other ancillary components and materials.
- 3.4 All expenses towards civil, electrical and other incidental works including material required for installation and commissioning of 62.5 KVA Silent DG Set shall have to be provided by the contractor.

4. Tender Fee & Earnest Money Deposit

- 4.1 The Tenderer is required to deposit a non-refundable Tender Fee of Rs. 1,000/- (Rupees one thousand only) by way of crossed demand draft drawn in favour of "Vocational B-1 MBA Course" payable at Ranchi.
- 4.2 Further, the Tenderer shall deposit an Earnest Money of Rs. 10,000/- (Rupees ten thousand only) by way of crossed demand draft drawn in favour of "Vocational B-1 MBA Course" payable at Ranchi. Bids, which are not accompanied by Earnest Money Deposit (EMD) in the form of a crossed demand draft, will be summarily rejected.

- 4.3 The EMD will be immediately refunded to the Tenderers whose offers are not accepted.
- 4.4 Earnest Money Deposit of the successful Tenderer / Bidder will be kept as interest free security deposit and will be released after completion of defects liability period of one year from the date of successful commissioning of 62.5 KVA Silent DG Set or on submission of Bank Guarantee for said amount and said period.
- 4.5 The EMD shall be forfeited in case the supplier / tenderer backs out before the actual award or execution of the agreement or fails to start and complete the work.

5. Eligibility Criteria of Tenderers

- 5.1 The Tenderer (whether Prime Equipment Manufacturer or an Authorized Distributor / Authorized Dealer) must be engaged in supplying, installation, testing & commissioning of Silent DG Sets for at least last 3 years and shall submit relevant documents in this regard in the technical bid as per Annexure -1 of this tender document (page 12).
- 5.2 The Tenderer in case of Authorized Distributor / Authorized Dealer shall, along with the tender documents, submit a letter of authorization from prime manufacturer, indicating that its unit is authorized to sell the product.
- 5.3 The Tenderer must enclose documentary evidence of executing supply orders for supply of Silent DG Sets over the previous three financial years.
- 5.4 The Tenderer must have a Service Centre operating in the Ranchi town along with Service Centre Certificate.
- 5.5 The Tenderer must not be black-listed by any company or organization within India or abroad for whatsoever reason.
- 5.6 The Tenderer must fulfil all the eligibility criteria as mentioned in Annexure 1 – Technical Bid Checklist (page 12).

6. Submission of Proposals

- 6.1 The Tenderer is advised to go through the entire document and comply with all the terms and conditions. A compliance Checklist has been provided in Annexure 1 – Technical Bid Checklist at page 12. The compliance statements should be supported by authentic documentation.
- 6.2 Please note that any deviation from the laid down requirements / specification shall be brought out separately in deviation sheets to be attached with concerned section of the tender. Failure to comply with this requirement may result in the bid being rejected. **Each page of the bid document and cuttings / corrections must be duly signed and stamped by the Tenderer. Failure to comply with this requirement shall invariably result in the bid being rejected.**
- 6.3 The Bids for the Requirements as mentioned in Clause 3 need to be submitted in two parts comprising the Technical and the Price Bids. The Technical Bid shall have the Tenderer's credentials and all other necessary technical details of the products as mentioned in Annexure - 1. The Price Bid shall have the prices and all other necessary financial information about the products as mentioned in Annexure - 5 (page 16).
- 6.4 **Technical Bid**

The Technical bid must be submitted in an organized and structured manner. No brochures/leaflets etc. should be submitted in loose form. The Technical Offer should comprise the following:

- a) Demand Draft of Rs. 1,000/- (Rupees one thousand only) as the non-refundable Tender Fee in favour of Vocational B-1 MBA Course
- b) Demand Draft of Rs. 10,000/- (Rupees ten thousand only) as the Earnest Money Deposit in favour of Vocational B-1 MBA Course
- c) Annexure 1 – Technical Bid Checklist
- d) Annexure 2 – Letter of Submission
- e) Annexure 3 – Tenderer Datasheet
- f) Annexure 4 - Technical Specification / Compliance Sheet For silent DG set Items
- g) Copy of PAN card
- h) Copy of TIN Registration
- i) Copy of GST registration
- j) Photocopy of GST clearance certificate, valid at the time of opening of technical bid
- k) Copy of valid Municipal Trade License
- l) IT Returns for the last three years
- m) Documentary evidence of supply orders of DG Set for the previous 3 financial years.
- n) Proof of Bank Account No. – photocopy of bank passbook with account holder's details or a copy of a cancelled cheque
- o) Documents in support of the legal status of the Tenderer such as proprietorship certificate, partnership deed, memorandum and articles of association, certificate of incorporation, valid business license etc.
- p) Appropriate Power of Attorney if the Tender documents are signed by an authorised person other than Director, Partners or Proprietor.
- q) Complete technical documentation with product details & specifications such as model, manufacturer etc. through product literature, brochures, leaflets, manuals and independent test lab reports.
- r) Authorization of dealership from the Manufacturing Firm in favour of the Tenderer.
- s) Proof of CE / FCC / ROHS / BIS / ISI or any other relevant certification
- t) A Certificate from the manufacturer or a Self-Declaration on the firm's letterhead stating the local service centre address and phone number in Ranchi.
- u) The entire Tender document along with all the relevant enclosures and annexures duly signed and stamped on each page by the authorised signatory, and serial numbered.

6.5 **Price Bid**

The Commercial Bids in a separate, sealed envelope shall have the following items:

- a) Annexure 5 – Price Bid. The prorated break-up of all identifiable items of supply may be furnished in the proforma provided.
- b) All costs should be given in Figures and Words.
- c) The cost shall be inclusive of packing, forwarding, transport, freight and insurance charges, if any.
- d) The statutory charges such as GST etc. must be indicated with % rates as applicable in column, failing which the Institute will not be liable for payment of any such charges.

6.6 **Submission Formalities**

- a) The Tender comprising the Technical and the Commercial Bid must be submitted in two separate, sealed envelopes super-scribed as suggested below:

1. Technical Bid Envelope - "Sealed Technical Bid for Supply, Installation, Testing and Commissioning of 62.5 KVA Silent DG Set", Tender No.: IMS-RU/DIR/OA/TENDER/2019/05/07/01 dated May 7, 2019

2. Price Bid Envelope - "Sealed Price Bid for Supply, Installation, Testing and Commissioning of 62.5 KVA Silent DG Set", Tender No.: IMS-RU/DIR/OA/TENDER/2019/05/07/01dated May 7, 2019

- b) The above two sealed envelopes should be kept in an open third envelop super-scribed "Open Envelop with Sealed Technical and Sealed Price Bids for Supply, Installation, Testing and Commissioning of 62.5 KVA Silent DG Set", Tender No.: IMS-RU/DIR/OA/TENDER/2019/05/07/01dated May 7, 2019
- c) The Tender may be deposited in person at the O/o of Director of the Institute or sent by Registered Speed Post to The Internal Purchase Committee, O/o The Director, Institute of Management Studies, Morabadi Campus, Ranchi University, Ranchi – 834008 (Jharkhand).
- d) The documents may also be sent through reputed courier companies that provide online tracking of consignments in real time.
- e) The Institute, however, shall not be responsible for any postal delay or non-receipt of any tender by the due date and time for reason whatsoever.

7. Language / Units

- 7.1 All information supplied by the Tenderer & all markings, notes, designation on the drawings & associated write-ups shall be in English or Hindi language only. All dimensions, units on drawings and references to weights, measures & quantities shall be in MKS.

8. Bids Acceptance

- 8.1 The Bids must reach the office of the Director, Institute of Management Studies, Ranchi University, Ranchi on or before the due date, i.e., on May 23, 2019 by 1.00 P.M. Bids will not be accepted after the due date and time.

9. Validity of Bids

- 9.1 Bids should be valid for a minimum period of 180 days from the date of N.I.T.

10. Rejection of Bids

- 10.1 The Institute reserves the right to accept or reject any bid or cancel the tender proceedings without assigning any reason whatsoever.
- 10.2 The Institute at its sole discretion reserves the right to award/reject the contract in one or more parts to one or more Tenderers.
- 10.3 Canvassing in any form in connection with the tenders is strictly prohibited and the bids submitted by the Tenderers who resort to canvassing are liable for rejection.
- 10.4 The Institute shall not pay any costs incurred towards preparation and submission of the bid or any other expenditure in this regard.
- 10.5 Unsigned tenders, unattested corrections and over writings by Tenderers are also liable for rejection.
- 10.6 Conditional bids and Bids not adhering to the specifications will also be summarily rejected.

11. Evaluation Process

- 11.1 The sealed tenders shall be received by an authorised office bearer against due receipt in the presence of the Director up to 1 PM of 23.05.2019 and will be opened the same day at 2 PM in the Conference Hall of the Institute in presence of the Tenderers or their authorized representatives.
- 11.2 The Price Bids will be opened on 24.05.2019 at 2 PM in the Conference Hall of the Institute in presence of the Tenderers or their authorised representatives who qualify in the Technical Bid.
- 11.3 For the Tenderers satisfying the Qualifying Criteria and Technical Specifications, the price comparisons shall be made over the total cost of the solution with one year comprehensive on-site warranty.
- 11.4 The Tenderer with the LOWEST TOTAL PRICE (L1) will be selected from the Tenderers satisfying the Qualifying Criteria & Technical Specifications.
- 11.5 The Institute may verify authenticity of all the documents / certificate / information submitted by the bidder against the tender. In case it is established (at any stage of tendering process or during the contract period) that the bidder has submitted false, forged, dubious or tampered documents or certificates or has supplied wrong information towards fulfilment of any of the tender / contract conditions, the Institute shall immediately reject the bid of such bidder / terminate the contract and forfeit the EMD submitted, as the case may be. Legal action may also be taken, if warranted.

12. Clarifications

- 12.1 In case the Tenderer requires any clarification regarding the tender documents, they are advised to contact the O/o the Director between 11 AM to 12 PM during working days. The interested bidders may also send across their authorised technical representatives for inspection of the site. Email enquiries could also be sent to contact@ranchiuniversitymba.in.

13. Quantity Variations

- 13.1 The proposed quantities are subject to change depending on the Institute's priority vis-à-vis financial constraints, if any. The Institute reserves the right to change the quantity of items as per its requirement at any stage. The supplier shall have no right to claim any compensation in such of variations.

14. Comprehensive Warranty & Comprehensive Annual Maintenance Contract

- 14.1 The 62.5 KVA Silent DG Set and all the related parts, components and accessories offered by the successful Tenderer / Supplier shall conform to the specifications as given in the tender and shall be under one year, free on-site comprehensive warranty and support from the date of installation, including free provision of maintenance and free replacement of spare parts and kits, as and when required.
- 14.2 The defects, if any, shall be attended to, on an immediate basis, but in no case any defect should prolong for more than 24 hours from the time of lodging complaint by the Institute.
- 14.3 The Tenderers should also quote for Comprehensive Annual Maintenance Contract after the warranty, for a subsequent period of one year.
- 14.4 The service coverage will be from 9:00 AM to 5:00 PM on all working days. Adequate provisions should be provided to address technical problems occurring during weekends or holidays.
- 14.5 In case any device, gadget or part thereof is required to be taken out to workshop or service centre for repair, it shall be the responsibility of the service provider to carry the device to the service centre. No charges on account of cartage / labour shall be borne by the Institute. In case, the repair of any machine is expected to take more than a day's time, the service provider shall provide an alternative gadget / device from their own stock till the faulty device is duly repaired and installed back. No charges will be paid for such alternate arrangement.

15. Packing

- 15.1 The supplier shall provide packing of the goods, as may be required, to prevent their damage or deterioration during the transit to their final destination as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit.
- 15.2 The equipments, accessories and devices must be securely boxed, crated and protected from mechanical damage, moisture etc. and should be suitable for both storage and transit according to the nature of the material and mode of transport.

16. Delivery and Installation

- 16.1 This is a time bound and high priority project. The Tenderer must make the proposal after fully considering all such factors which may have any bearing on the time schedule.
- 16.2 The Tenderer will be required to supply and install at the stated location within 20 days from the date of receiving the purchase order.

17. Liquidated Damages

- 17.1 If the supplier fails to deliver any or all of the goods or complete the installation within the period specified in the purchase order, the Institute shall without prejudice to its other remedies, deduct as liquidated damage 0.5% of the price of the delayed goods for every week or part thereof subject to a maximum of 10% of the order value. The amount towards Liquidated Damage would be recovered while making the initial payment itself.

18. Penalty Clause

18.1 In case of non-supply of goods after the acceptance of purchase order, the supply order shall be placed with the next Tenderer which has quoted the next lowest rates at the risk and cost of the defaulting Tenderer and difference, if any, between the total cost of the materials shall be chargeable to the defaulting Tenderer. In case the defaulting Tenderer fails to pay the differential cost, the legal action shall be taken against the defaulting Tenderer.

19. Counter Terms and Conditions of the Bidder

19.1 Where counter terms and conditions have been offered by bidder, the same shall not be deemed to have been accepted by the Institute unless specific return acceptance thereof is obtained from the Director, Institute of Management Studies, Ranchi University, Ranchi.

20. Force Majeure

20.1 Any delay due to Force Majeure will not be attributable to the Tenderer.

21. Arbitration and Laws

21.1 Except where otherwise provided for in the contract, all questions and disputes relating to interpretation and application of the provisions of the contract shall be settled mutually within thirty (30) days (or such longer period as may be mutually agreed upon) from the date that either party notifies in writing that such dispute or disagreement exists, under the Rules of Indian Arbitration and Conciliation Act, 1996.

21.2 The venue of Arbitration shall be Ranchi, Jharkhand, India. The arbitration resolution shall be final and binding upon the parties and judgement may be entered thereon, upon the application of either party, by the competent courts in Ranchi. The Indian laws shall govern this contract.

22. Termination Clause

22.1 The Institute reserves the right to terminate the contract either in part or in full due to reasons such as delay in completion, bad working or any other abnormalities noticed during supply and installation. The Institute shall, in such an event, provide an advance notice of 7 days in writing to the contractor.

22.2 In the event of failure to fulfil the contract terms and execution of work as per the letter of contract / work order, the Institute reserves the right to make the contractual obligation carried out by the next eligible bidder and shall recover from the contractor any additional cost involved therein.

23. Insurance

23.1 The price specified in the Price Bid shall be inclusive of the Insurance charges, if any. In case of failure of the supplier / contractor to take out the Insurance cover, the same would be held responsible for any loss, damage, breakage, non-delivery, theft, pilferage of the stores in the transit.

24. Terms of Payment

24.1 Payment will be made to the vendor after completion of the supply, installation, commissioning and handing over the equipments fulfilling the technical specifications etc.

at the scheduled destination / store of the Office and subsequent testing and certification by the constituted inspection committee. No advance payment will be made.

24.2 The Director, however, upon the recommendation of the Internal Purchase Committee can make certain relaxations in terms of payment without affecting the earnest money deposit, bank guarantee and other terms and conditions, in the overall interest of the Institute. The decision of the Director, however, shall be final and binding on all successful bidders.

24.3 TDS shall be recovered from the supplier/ contractor's bill on the prevailing rate and necessary certificate will be issued.

25. General Terms and Conditions

25.1 The Bidder shall submit the technical bid, the commercial bid and all the supporting documents pertaining to this Tender in English or Hindi language only. The Tender document will form an integral part of the Contract to supply.

25.2 The Tender document should be signed and stamped by the bidder (or an authorised signatory) on each page accepting the terms and conditions of the Tender.

25.3 Tenderers shall quote the prices in Indian Rupees. Taxes and other levies, if any, should be clearly mentioned along with the commercial bids.

25.4 The Tenderers should also quote for Comprehensive Annual Maintenance Contract after the warranty, for a subsequent period of one year, payment for which would be made on half yearly basis after successful completion of the each half year and submission of the bills by the supplier.

25.5 The Tenderer shall enclose all the documents for the technical bid as enlisted in clause 6.4 and those for the price bid as enlisted in clause 6.5 duly signed and stamped on each page by the authorised signatory, and serial numbered.

25.6 The order for supply can be given to one or more vendors.

25.7 The tender should remain valid for a period of 180 days from the date of opening of tenders.

25.8 Only one authorized representative of the Tenderer with proper authority letter may attend the opening of the tender.

25.9 The Tenderer will be required to supply and install the items at the stated location within 21 days from the date of receiving the purchase order.

25.10 Guarantee period or warranty period shall mean the period during which the supplier/ tenderer shall remain liable without any extra cost to the Institute for repair, replacement or rectification of any defects or performance of the items supplied under the supply order.

25.11 TDS shall be recovered from the supplier/ contractor's bill on the prevailing rate and necessary certificate will be issued.

25.12 Canvassing in any form will be viewed seriously and if any Tenderer is found to be resorting to such practice, the Tender of such firm will be rejected.

25.13 In case L-1 is more than one, then the Technical qualification of the Tenderer will be the criteria and the decision of the Institute will be final.

- 25.14 If there is any training required on a specific and specialized device or gadget the vendor should be ready to provide the training on its/their cost.
- 25.15 The pre-inspection / post inspection of the supply items shall be carried out by the Institute and the items shall be accepted only after they are certified 'OK' by the Inspection Committee.
- 25.16 Spare Parts: The Bidder will undertake that supplies of necessary maintenance equipment and spare parts will be made available for the complete System for a minimum period of 5 years from the date of installation.
- 25.17 The right to acceptance of tenders will rest with the Director, Institute of Management Studies, Ranchi University who does not bind himself to accept the lowest tender and reserves to himself the authority to reject any or all of the tenders received without assignment of any reason.

ANNEXURE 1 – TECHNICAL BID CHECKLIST

Sl.	Checklist	Compliance by Tenderer (Yes / No)	Encl. at Pg. No.	Remarks
1.	Demand Draft of Rs. 500/- (Rupees five hundred only) as the non-refundable Tender Fee.			
2.	Demand Draft of Rs. 10,000/- (Rupees ten thousand only) as the Earnest Money Deposit.			
3.	Annexure 1 – This Technical Bid Checklist			
4.	Annexure 2 – Letter of Submission			
5.	Annexure 3 – Tenderer Datasheet			
6.	Annexure 4 – Technical Specification / Compliance Sheet For DG Set and related accessories			
7.	Copy of PAN card			
8.	Copy of TIN Registration			
9.	Copy of GST registration			
10.	Photocopy of GST clearance certificate, valid at the time of opening of technical bid			
11.	Copy of valid Municipal Trade License			
12.	IT Returns for the last three years			
13.	Copy of Service Tax Registration			
14.	Documentary evidence of supply orders of DG Sets for each of the financial years 2015-16, 2016-17 and 2017-18.			
15.	Proof of Bank Account No. – photocopy of bank passbook with account holder’s details or a copy of a cancelled cheque			
16.	Documents in support of the legal status of the Tenderer such as proprietorship certificate, partnership deed, memorandum and articles of association, certificate of incorporation, valid business license etc.			
17.	Appropriate Power of Attorney if the Tender documents are signed by an authorised person other than Director, Partners or Proprietor.			
18.	Complete technical documentation with product details & specifications such as model, manufacturer etc. through product literature, brochures, leaflets, manuals and independent test lab reports.			
19.	Authorization from the Manufacturing Firm in favour of the Tenderer (in case of an authorized dealer).			
20.	Proof of CE / FCC / ROHS / BIS / ISI or any other relevant certification			
21.	A Certificate from the manufacturer or a Self-Declaration on the firm’s letterhead stating the local service centre address and phone number in Ranchi.			
22.	The entire Tender document along with all the relevant enclosures and annexures duly signed and stamped on each page by the authorised signatory, and serial numbered.			

(Signature with date)

Name of the Authorised Signatory

Designation

Rubber Seal

To
The Director,
Institute of Management Studies
Morabadi campus, Ranchi University
Ranchi – 834008, Jharkhand

Ref.: IMS-RU/DIR/OA/TENDER/2019/05/07/01dated May 7, 2019

Sub: Submission of Tender for Supply, Installation, Testing & Commissioning (SITC) of 62.5 KVA Silent DG Set at Institute of Management Studies, Ranchi University, Ranchi

Sir,

1. Having examined the conditions of the contract and the specifications as mentioned in the tender document, including the addenda and the annexures therein, the undersigned authorised signatory, on behalf of the firm M/s offers to undertake Supply, Installation, Testing & Commissioning of 62.5 KVA Silent DG Set at Institute of Management Studies, Ranchi University, Ranchi in conformity with the specifications, terms & conditions of the tender.
2. We agree to abide by the terms and conditions as laid out in the tender document and hereby unconditionally accept the tender conditions as mentioned in the tender document of Institute of Management Studies in its entirety for the above work.
3. It is certified that we have not stipulated any condition(s) in our tender offer. In case any condition(s) are found in our tender, we agree that the tender shall be rejected and Institute of Management Studies shall, without prejudice to any other right or remedy, be at liberty to forfeit the EMD absolutely.
4. We hereby submit the tender fee of Rs. 1,000/- and earnest money of Rs. 10,000/- for the Tender for the above mentioned work in the form of demand draft.
5. We declare that we have not paid and shall not pay any bribe to any office bearer of Institute of Management Studies for awarding this contract at any stage during its execution or at the time of payment of bills, and further if any officer of Institute of Management Studies asks for bribe/gratification, we shall immediately bring to your knowledge.
6. We hereby declare that our firm M/s has not been debarred, de-listed or blacklisted by any company, organization, govt. or quasi govt. agencies or PSUs within India or abroad at any point of time in past.
7. We declare that none of the persons employed at the Institute of Management Studies, Ranchi University, Ranchi or his/her close family member/blood relations / proxies are related to M/s directly or indirectly.
8. It is hereby declared that payment of Income Tax and Sale Tax of M/s is up-to-date & nothing is due with Income Tax and Sale Tax Department.
9. We undertake that the tender document of Institute of Management Studies shall form part of contract/agreement. We understand that you are not bound to accept the lowest or any bid, you shall receive.

Thanking you,

Yours faithfully

(Signature with date)

Name of the Authorised Signatory

Designation

Name of the Firm

Rubber Seal

1. Name of the Tendering Firm
2. Legal status of the Tenderer (Govt./Public/Private/Partnership/Proprietorship)
3. (a)Address of the registered office of the Tenderer
(b) Year of establishment
4. (a) Name of the Authorized Signatory:
(Power of attorney to be attached if Tender is signed by a person other than Director, Partners or Proprietor)
(b) Designation
(c) Phone (office)
(d) Phone (mobile)
(e) Email
5. Bank Draft Details

(a)Tender Fee: Rs. 1,000/-
Bank
DD No.
Date

(b) E.M.D.: Rs. 10,000/-
Bank
DD No.
Date
5. PAN Number (furnish photocopy)
6. TIN registration number (furnish photocopy)
7. GST Registration No.(furnish photocopy)
8. Address and phone no.
of service centre in Ranchi
10. Experience in the related area
11. Bank Account Details
(a) Name of the Bank
(b) Branch
(c) Account Holder
(d) Account No.
(e) IFS Code
(f) MICR

I hereby declare that all the particulars furnished by me are true and correct to the best of my information, knowledge and belief.

(Signature with date)

Name of the Authorised Signatory

Designation

Rubber Seal

ANNEXURE 4 - TECHNICAL SPECIFICATION / COMPLIANCE SHEET FOR 62.5 KVA DG Set

Sl. No.	Description of Items	Compliance by Tenderer (Yes / No)	Remarks (if any)
1	Supply, Installation, Testing and Commissioning of 62.5 KVA (3 Phase, 0.8 PF, 415 V) Silent Genset with Specification as follows: Liquid cooled engine, Electronic / Mechanical Governor, prime continuous rating:59/61 KW, 79/83 HP Fuel tank capacity – minimum 150 litre Speed: 1500 RPM No of cylinders: 4 Fuel consumption: At 100% load: 14.1 litres/hr or less At 75% load: 11.3 litres/hr or less At 50% load: 7.5 litres/hr or less (Make: Kirloskar or Cummins or Mahindra or Ashok Leyland or any Equivalent make)		
2	Supply and Fixing of Sheet / Metal ON / OFF Load Changeover of suitable rating with control panel for the DG Set with side handle operation in sheet enclosure in metal board including drilling holes in metal board, making connection, earthing the body etc. as required.		
3	Supplying, laying and termination of 3.5 core aluminium armoured cable with suitable insulation		
4	Civil work for platform suitable for 62.5 KVA generator (standard size) and building suitable earthing station with connections		
5	Shed for 62.5 KVA Generator (standard size)		
6	Complete Installation, Testing and Commissioning by the Bidder		
7	Comprehensive Onsite A.M.C from the date of expiry of warranty period onwards by the bidder		

(Signature with date)

Name of the Authorised Signatory

Designation

Rubber Seal

ANNEXURE 5 – PRICE BID / Bill of Quantity for the Supply, Installation, Testing and Commissioning of 62.5 KVA DG Set

Sl. No.	Description of Items	Qty.	Unit	Unit Price (Rs.)	Total Amount (Rs.)	Rupees in words
1	Supply, Installation, Testing and Commissioning of 62.5 KVA (3 Phase, 0.8 PF, 415 V) Silent Genset with Specification as follows: Liquid cooled engine, Electronic / Mechanical Governor, prime continuous rating:59/61 KW, 79/83 HP Fuel tank capacity – minimum 150 litre Speed: 1500 RPM No of cylinders: 4 Fuel consumption: At 100% load: 14.1 litres/hr or less At 75% load: 11.3 litres/hr or less At 50% load: 7.5 litres/hr or less (Make: Kirloskar or Cummins or Mahindra or Ashok Leyland or any Equivalent make)	1	No			
2	Supply and Fixing of Sheet / Metal ON / OFF Load Changeover of suitable rating with control panel for the DG Set with side handle operation in sheet enclosure in metal board including drilling holes in metal board, making connection, earthing the body etc. as required.	1	No			
3	Supplying, laying and termination of 3.5 core aluminium armoured cable with suitable insulation	100	Meter			
4	Civil work for platform suitable for 62.5 KVA generator (standard size) and building suitable earthing station with connections	1	No			
5	Shed for 62.5 KVA Generator (standard size)	1	No			
6	Complete Installation, Testing and Commissioning by the Bidder	NA				
7	Comprehensive Onsite A.M.C from the date of expiry of warranty period onwards by the bidder	NA				
GRAND TOTAL in Rupees (Sl Nos. 1 to 6) Excluding A.M.C. (Sl. No. 7)						

IMPORTANT – The above quantities are only tentative and are subject to variation during the execution of job.

(Signature with date)

Name of the Authorised Signatory

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