



GOVT. GIRLS POLYTECHNIC

Byron Bazar, Raipur-492 001, C.G.

शासकीय कन्या पॉलीटेक्निक

बैरनबाजार, रायपुर- 492 001, छ.ग.

Web Site : <http://ggpraipur.ac.in> e-Mail : principal.ggpraipur@gmail.com Phone.: 0771-2423045 Hostel Ph. : 0771-2445554

TENDER NOTICE – 02 / 2020-21

**TENDER FORM FOR SUPPLY OF EQUIPMENTS/APPLIANCES
FOR HOSTEL**





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TENDER NOTICE – 02 / 2020-21

NOTICE INVITING TENDER (NIT) FOR THE SUPPLY OF EQUIPMENTS/APPLIANCES FOR HOSTEL

NO- GGPR/HOSTEL /TENDER-2 /EQUIPMENT/2020-21/ 1889 ,RAIPUR Dated: 13-01-2021

Government Girls Polytechnic, Raipur invites sealed tenders from dealers / shop owners of equipment/APPLIANCES for hostel. Tender document can be obtained from the office during the office working hours only except public holiday, on payment by cash or by Demand Draft of Rs. 1,000/- (Rupees One Thousand Only), in favour of, The Principal, Government Girls Polytechnic, Byron-Bazar, Raipur, payable at Raipur.

Tender document can also be downloaded from institute website www.ggpraipur.ac.in, if downloaded from the website tender fee amounting Rs. 1,000/- (Rupees One Thousand Only), in favour of, The Principal, Government Girls Polytechnic, Byron-Bazar, Raipur, payable at Raipur, the bidder has to submit the Demand-Draft (DD) along-with the submission of the Tender-Bid. Else, otherwise, the bid is liable to be cancelled.

Important Dates and Timings :

Tender form price	Rs 1,000/- (Rupees One Thousand Only)
Date for sale of tender document	Date : 13-01-2021 from 11:00 AM
Last date for Sale of Tender Document	Date : 02-02-2021 up to 12:00 PM
Last date for Submission of Sealed Tender	Date : 02-02-2021 up to 02:00 PM
Date of opening the Tenders received	Date : 02-02-2021 at 03:00 PM
Venue of opening the Tenders	Principal's Office, Government Girls Polytechnic, Byron bazaar, Raipur



Principal
Govt. Girls Polytechnic, Raipur

TENDER DOCUMENT

1. **TENDER NO.** GGPR / HOSTEL /TENDER-2 /EQUIPMENT /2020-21 /
1889 Raipur, Date : 13-01-2021
2. **COST OF THE TENDER FORM** Rs. 1,000/- by Cash or DD, Non-refundable
3. **SALE OF TENDER DOCUMENT** Starts on 13.01.2021 from 11:00 AM to
02-02-2021 up to 12.00 PM
4. **DATE OF SUBMISSION** On or before 02-02-2021 / 02:00 PM
5. **DATE OF TENDER / BID OPENING** On 02-02-2021 / 03:00 PM

IMPORTANT In case, if the last date is declared to be a Gazetted / Closed Govt. holiday, the tender shall be the next working day/ date submitted up to 2:00 PM of the immediate next working day.

6. The tenders shall be opened at 3.00 PM of the last day of submission i.e 02-02-2021 at Government Girls Polytechnic, Raipur. The Bidder / Authorized Representatives of the Bidder may participate.
7. Tender shall remain valid for a period of one year.
8. **Scope of supply-**
Supply of items as stated in **ANNEXURE-III**
9. **Essential Qualifications of the Bidder –**
The bidder must have valid PAN, TIN, GSTIN, and **Commercial Tax Clearance Certificate**, with else Bidder of the tender will be treated as cancelled.
10. **Bidder must submit**
ANNEXURE- I, ANNEXURE- II, ANNEXURE- III
11. **Preparation of the**

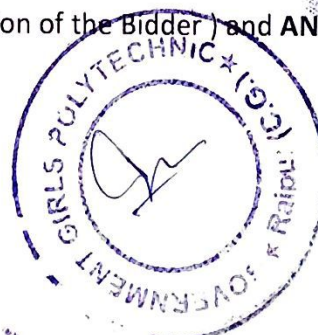
ENVELOP -1

EMD - A Demand Draft of 3% of the total bidding amount by the bidder, in favour of The Principal, Government Girls Polytechnic, Byron-Bazar, Raipur-492001, payable at Raipur.

ENVELOP -2

All the relevant documents duly attested by the bidder regarding the essential qualification of the bidder should be kept.

as per **ANNEXURE-I** (Essential qualification of the Bidder) and **ANNEXURE-II**.



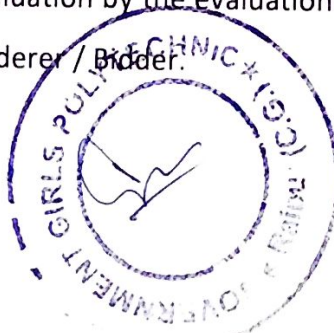
ENVELOP -3

The rates on the prescribed format **ANNEXURE-III** (Price Bid), should be kept.
The quoted price should be inclusive of all the taxes, duties and any other levies/charges.

ENVELOP -4

All the envelopes marked as **ENVELOP -1, ENVELOP -2, ENVELOP -3** must be kept in **envelope-4**

- a. All the three envelopes should be kept in one single, bigger envelope, duly sealed and submitted to the office of the Principal, Government Girls Polytechnic, Raipur.
- b. Envelope No. 03 will be considered for opening after the contents of envelope 1 and 2 are found satisfactory as per the requirement of tender-Documents.
- c. Tender submitted by fax or e-mail would not be accepted.
- d. All the pages of the tender-document including ANNEXURE-I, ANNEXURE-II & ANNEXURE-III, shall be duly signed by the bidder.
- e. Rates quoted should be written legible in words & Figures. If any difference is observed the rates given in words shall be taken as final.
- f. The bidder is expected to carefully examine all instructions, forms, terms and specifications in the tender document.
- g. The bid must be in line with specifications and conditions required for the tender. It should be valid for one year from the date of opening of bids.
- h. Overwriting should be avoided. Overwriting, erasures and other changes should bear the dated initials of the person signing the tender.
- i. Failure to furnish complete information required as per the tender document or submission of bid not substantial will be rejected.
- j. This tender form is non-transferable and must be submitted by the purchaser on the prescribed form sold as a part of the tender Document.
- k. Deduction of taxes at the source would be made by this office as and when required by law.
- l. After qualifying in the Technical-Bid evaluation by the evaluation committee, The Price - bid shall be opened of the qualified Tenderer / Bidder.



- m. All the rate shall be quoted for "A Complete Single Unit" applicable to the respective item mentioned in Tender document.
- n. Relevant brochures and real image / photographs of the equipment/ appliances for authentication of the desired material must be enclosed.

12. **Earnest Money Deposit (EMD)**

Requisite EMD, in the form of an account payee Demand Draft, payable in favour of Principal, Government Girls Polytechnic, Raipur is required to be submitted along with the Tender / Bid.

EMD of the unsuccessful bidders shall be returned to them at the earliest.

The EMD shall be forfeited if, the tenderer / bidder withdraws or amends impairs or derogates from the tender in any respect within the validity period of their tender / bid.

13. **Payment Terms**

- a. 100% payment will be released after the completion of supply, and acceptance of various tendered items as per the delivery schedule given by.
- b. No advance payments shall be made.
- c. There is no provision for partial payments against any supply of the materials made.(of one single order)
- d. No payment shall be made for the damaged or rejected items.

14. **Delivery**

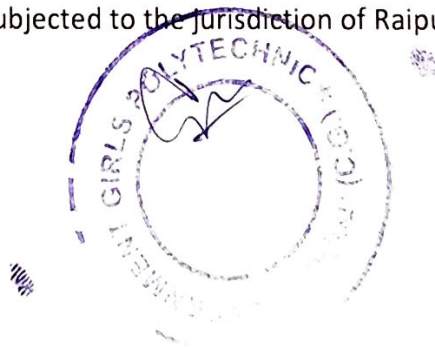
The delivery shall be made within 30-days after the confirmation of the purchase order and supply shall be given, at Government Girls Polytechnic, Raipur on FOR basis.

15. **Other Terms & Conditions**

- a. A prospective bidder requiring any clarification regarding the tender document may notify this office in writing at the address indicated at the cover of the tender document. The office would respond in writing to any request for clarification of the tender document Provided that it is received not later than seven days prior to the last date prescribed for submission of tenders. However, the office shall not be responsible for any delays.
- b. The Supplier are not allowed to transfer, assign or sublet the order in full or any part thereof directly or indirectly.



- c. The tenders should quote their rates strictly adhering to terms and conditions stipulated in the tender document. Unsolicited correspondence after opening of the tender shall not be entertained. Conditional / deviational tenders may be rejected without making any reference to the Tenderers / Bidders.
- d. No Tenderers / Bidders will be allowed to withdraw his tender during the validity period.
- e. On canvassing in any form for acceptance of the tender, the authority would disqualify the Tenderers / Bidders.
- f. Selected bidder must demonstrate the working and functioning of the item/ appliances before the authorized committee appointed by this office. The work order will be placed only after satisfactory review/ report of the item / appliances by the said committee.
- g. It will be the responsibility of the supplier for safe supply of the material required for full and good conditions at user's point. This office will not pay any amount for transit and insurance of the material.
- h. The undersigned reserves the right to cancel the tender in full or part thereof, if needed.
- i. In case of any dispute, it is subjected to the jurisdiction of Raipur district, Chhattisgarh.



LETTER OF SUBMISSION OF TENDER FROM BY THE BIDDER
(To be printed on bidder's letterhead)

**“Supply of Equipment/ appliances for hostel at Government Girls Polytechnic,
Raipur”**

1. Name of The Firm :

2. Postal Address for Communication :
.....
.....

3. Telephone No (Land-Line) :
Mobile No. :
Valid Email id :

4. Payment Details of Tender form cost

DD No / Cash Receipt No. : _____

Name of DD issuing bank . _____ Date

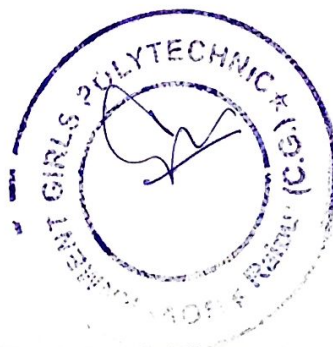
Amount : _____ Payable at :

5. Earnest Money Deposit (EMD) details.

DD No : _____

Name of DD issuing bank . _____ Date

Amount : _____ Payable at :



6. Whether Tenderer / Bidder is (Tick Appropriate)
Manufacturer / Distributor / Dealer/ Supplier/ Reseller
Please, attach the Certificate / Authority letter(s)
7. Year of starting of the firm with registration Number & Date. (attach relevant document)
8. PAN / TAN (Attach copy)
9. GSTIN Registration (Attach copy)
10. Commercial tax clearance certificate latest. (Attach copy)
11. Income tax return for the last three financial years(Attach copy)
12. Annual turnover for last three years (balance sheet) (Attach copy)
13. All the documents attached must be duly attested by the bidder.

Signature of the Authorized Signatory

Date : _____

Full Name

Place : _____

Company Seal



(To be printed on bidder's letterhead)

DECLARATIONS BY THE TENDERER / BIDDER

1. I, ----- Son / Daughter of Shri -----
----- Proprietor/ Partner/ CEO /MD/ Director/
Authorized Signatory of M/s. ----- am competent to
sign this declaration and execute this tender document.
2. I have carefully read and understood all the terms and conditions of the tender and hereby convey my acceptance of the same.
3. The information/ documents furnished along with the above application are true and authentic to the best of my knowledge and belief.
4. I/we/ am are well aware of the fact that furnishing of any false information/ fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.
5. Each page of the tender document and papers submitted by my Company is authenticated, and I take full responsibility for the entire documents submitted.
6. I/We agree to pay all government (central and state of CG) Taxes such as GST, service tax etc. and other taxes prevailing from time to time and the rates quoted by me/us are inclusive of the same.
7. The rates quoted by me / us are firm and shall not be changed due to variations on account of fluctuation in the market rates, taxes or any other levies, whatsoever.



8. If this tender is accepted, I / we hereby agree to abide and fulfil all the terms, conditions and provisions of the tender.
9. We, further specifically certify that our organization has not been Black Listed/De Listed or put to any Holiday by any Institutional Agency/Govt. Department/Public Sector Undertaking in the last three years.
10. Names of the persons authorized to be present at the time of opening of the tender

i -----

ii -----

Signature of the Authorized Signatory

Date: -----

Full Name -----

Place: -----

Company Seal



PRICE - BID

Sr. no.	Name of equipment	Specification	Quantity	Rate Per item inclusive of all taxes	Total Amount
1.	Dish Washer	600x600x850 mm approx., 14 places, stainless steel body, free standing model, automatic, low noise level, A+++ energy efficiency class, class A drying efficiency, 2 year warranty minimum.	02		
2.	Induction Plate	2100 watt approx., semi automatic, 6 preset cooking options. Minimum 2 year warranty, Induction cook top,	02		
3.	E. Kettle (thermosteel)	Thermosteel hot flask Kettle, Thermally insulated with leak proof, dishwasher safe body and lid, minimum 2 year warranty.	01		
		5 ltr.	01		
		10 ltr.	01		
		15 ltr.	01		
4.	Deep Freezer	Heavy duty Stainless steel, toughened glass top double door deep freezer, R-290 eco friendly refrigerant, corrosion resistant body, pre coated sheet, 1 Year comprehensive warranty. Additional 2 years warranty on compressor.	01		
		200 ltr. Approx. Capacity	01		
		300 ltr. Approx. Capacity	01		
		500 ltr. Approx. Capacity	01		
5.	Insect Killer	38watt, top hung, dual UV light, usage for mosquitoes and flies, stainless steel body, 2 years warranty.	02		
6.	Biometric Machine (mini.1 year warranty)	32 bit high speed Microprocessor 3" Monochrome LCD display Minimum 6000 user capacity Transaction storage capacity, 12000 Optical sensor with min.600 dpi resolution matching speed of <1 sec Automatic server synchronization Communication: TCP-IP& USB backup: USB Identification modes: (a) Finger Print (b)RFD card & Password Supported audio message, system installation with(A) RFD Cord (B) system code	02		



7.	Sanitary vending/ incinerator machine	Vending machine- Fully automatic wall mounted storage capacity 150 napkins, UV hygiene. Incinerator-stainless steel, 100 napkins per day capacity ,no burning smell meet norms of central pollution control board. (mini.1 year warranty)	02	
8.	Public Addressing System (PA system)	<p>Microphone wireless</p> <ul style="list-style-type: none"> • Indication LEDs for RF & audio signal of channel A & channel B, Channel Frequency Display • Range 30 m(minimum) • RF output power 10mW(Max.) • Power requirement 240 V Ac 50 Hz from AC adaptor • Frequency Stability $\pm 0.005\%$ Power Requirement 3(2X1.5V AA Pencil Cells) • 2 year warranty <p>Microphone wired</p> <p>Unidirectional Dynamic microphone with foam cover and Detachable microphone cable (15M. XLR to ¼" plug), and steel mesh grill, on /off switch, 3 year warranty.</p> <ul style="list-style-type: none"> • Professional Performance: highest- in class max SPL of 112 db bass response of 37.5 Hz. • Bluetooth Audio streaming and control (DSP control for upto four units) by paring any iOS or android device through relevant app. • Full featured digital mixing: 4 channel digital mixer with built in effects, phantom power, music ducking, bass and treble control. • Upto 12hour playtime per charge: rechargeable battery, fast battery charging, external battery charging option. • Professional effects: 8-band output EQ, Reverb, Chorus and delay.one touch ducking feature, automatic lower music volume when speech input is detected. • Two pro grade preamps: connects mics; <p>All in one speaker, amplifier, professional mixer, portable PA.</p>	02	01



			instruments and playback devices with two XLR/TRS combo jacks, one ¼ inch hi-Z guitar input and one 1/8-inch (3.5 mm) aux input.		
			<ul style="list-style-type: none"> • Two USB 3.0 Ports. • Dual performance orientations. • Headphone jack. • ¼ inch pass thru out put for system expansion. • 3 years warranty. 		
	Microphone stand		Floor stand with cast round metal base, one point quick turn height, Boom tilt pan adjustment mechanism. (mini.1 year warranty)	01	
Total Amount (in Rs.)					
Total Amount (in words) :					
EMD Amount(3% of total quoted amount) =					

NOTE :

1. All the rates must be quoted FOR, Govt. Girls Polytechnic, Byron-Bazar, Raipur.
2. Bidder must quote only for the items to be supplied.
3. EMD amount must be submitted 3% of the total quoted amount

Date: -----

Place: -----

Full Name -----

Company Seal

Signature of the Authorized Signatory

