



CHHATTISGARH SWAMI VIVEKANAND TECHNICAL UNIVERSITY, BHILAI

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Tender form for supply of “video conferencing room solution/ AV studio equipments for Vishwavidyalaya Engineering College, Ambikapur Surguja C.G. (A Constituent College of CSVTU, Bhilai)”

Issued

To

Tender form price Rs. 3000.00(Including GST)

CHHATTISGARH SWAMI VIVEKANAND TECHNICAL UNIVERSITY, BHILAI

Tender Notification for Video conferencing room solution/ AV studio equipments for Vishwavidyalaya Engineering College, Ambikapur Surguja C.G. (A Constituent College of CSVTU, Bilai)

Tender No.: 111

Date : 28/04/2022

Tender invited for purchase of video conferencing room solution/ AV studio equipments for Vishwavidyalaya Engineering College, Ambikapur Surguja C.G. (A Constituent College of CSVTU, Bilai).

Date for sale of tender document	:	29.04.2022 at 05:00PM
Last date for Sale of Tender Document :		29.05.2022 at 05:00PM
Last date for Submission of Sealed Tender:		30.05.2022 at 02:00PM
Date of opening the received Tender:		31.05.2022 at 03:00PM

**Registrar
CSVTU,Bhilai**

Tender Document

1. Tender No - 111, Date : 28/04/2022
2. Cost of the Tender Form - Rs 3000.00 by Cash or Demand Draft, Non refundable
3. Date of Submission - On or before 30/05/2022 ; 2.00PM
4. The Tenders shall be opened at 3.00 PM of the last day of submission ie 31/05/2022 in the Conference Hall of VEC Ambikapur, Surguja C.G. The authorized representatives (limited to 2 persons) of the Tenderer may participate.
5. Tender shall remain valid for a period of one year.

6. **Scope of Supply :-**

Supply of Video conferencing room solution/ AV studio equipments at annexure "II" :

7. **Essential qualifications of the Bidder :-**

- 7.1 The bidder must indicate his PAN and GST respectively, with the copies of IT return for the last three year as per Annexure A
- 7.2 it is compulsory for bidder to have experience more than 90.00 lacs (attached supporting document) .

8. **Preparation of the Bid :-**

- 8.1 The tender would be submitted in three parts in separate sealed envelopes which shall contain
 - Envelop No. 1.* A Demand Draft of Rs 91000.00/- for EMD in favour of Registrar, CSVTU payable at Ambikapur & Tender Fee @ Rs. 3000.00(If any)
 - Envelop No. 2.* All the relevant documents regarding the essential qualifications of the Bidder as per Annexure -I. and (Essential qualification of the Bidder)
 - Envelop No 3.* The Prices on the prescribed Format **Annexure- II.** (Price Bid) The quoted prices would be inclusive of all taxes, duties and any other charges.

All the three envelopes should be kept in one single, bigger envelop, duly sealed and submitted in the prescribed Tender-box in the Store/Purchase office in Vishwavidyalaya Engineering College, Ambikapur, Surguja (C.G)

- 8.2 Envelop No. 03 will be considered for opening after the contents of envelop 1 and 2 are found satisfactory.
- 8.3 The Tenders may be submitted in English/Hindi but the numeric should be in English only.
- 8.4 Tender submitted by fax or e-mail would not be accepted.
- 8.5 All the pages of the Tender-document including annexure A shall be duly signed.

- 8.6 Rates quoted should be written legible in words & Figures. If any difference is observed the rates given in words shall be taken as correct.
- 8.7 The bidder would bear all costs associated with the preparation and submission of tender, including costs of any sample if all attached with the tender. This office would in no case be responsible for refund of, or be liable for, such costs.
- 8.8 The bidder is expected to carefully examine all instructions, forms, terms and specifications in the tender document.
- 8.9 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.**
- 8.10 Overwriting should be avoided. Overwriting, erasures and other changes should bear the dated initials of the person signing the tender.
- 8.11 Failure to furnish complete information required by the tender document or submission of bid not substantially, may result in rendering the tender ineligible for award of the supply.
- 8.12 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
- 8.13 Deduction of taxes at the source would be made by this office as and when required by law.
- 8.14 Samples of the Books shall be furnished as and when required.
- 8.15 The rate shall be quoted on the basis of the "Unit " applicable to the respective item (ie. standard unit)
- 8.16 Relevant brochures etc. may be enclosed if desired.
9. **Earnest Money Deposit :**
The EMD deposited along with the tender shall be treated as the security deposit of the successful bidder and would be returned on demand to the rest of the tenderer after finalization of the bid.
10. **Payment Terms :**
(I) 100% on supply, and acceptance of items as per the delivery schedule given by CSVTU.
(II) No payment will be made for the rejected items.
11. **Delivery :**
The delivery shall be made directly at our office on F.O.R basis, as per the delivery schedule.

12. Penalty :

The time and date of delivery in the order shall be deemed to be the essence of the order. In case of delay in execution of the order, the University may have its' option either :

- a. Recover from the supplier a liquidated damage a sum of 0.5% per week of the order value for the items not delivered for a week after the specified delivery time and maximum up to 5% of the total order value.
- b. Cancel the order for the quantity in full or part with liability recoverable from the supplier, as assessed by the University.

13. Other Terms & Conditions

- 13.1 Terms and conditions not defined herein would have the same meaning as are assigned to them in the Indian Contract Act or in the Indian General Clauses Act or in the Chhattisgarh General Clauses Act and would, otherwise, have the meaning the word or expression ordinarily has with due regard to the subject and the context.
- 13.2 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.
- 13.3 A prospective bidder shall submit the documents of latest 1 years in which turnover should be more than 90.00 lacs.
- 13.4 The successful bidder will execute an agreement on a stamp paper with the University for execution of the Supply order.
- 13.5 In case of any default or failure on Supplier part to comply with all / any one of the Terms / Conditions, CSVTU reserves the right to take necessary steps to remedy the situation including, inter-alia, the deduction of appropriate amounts from dues otherwise payable to supplier and/or by taking recourse to appropriate recovery proceedings.
- 13.6 If any dispute arises between the tenderer & CSVTU on any matter concerning the tender the Vice-Chancellor of CSVTU will be the sole Arbitrator & his decision shall be final & binding on both the parties. For

any dispute in the matter of execution of the contract it will fall under the jurisdiction of the judicial courts of Durg District of Chhattisgarh.

- 13.7 The Supplier shall not directly or indirectly transfer, assign or sublet the order or any part of it.
- 13.8 CSVTU reserves the right to accept /reject any tender either in whole or in part, without assigning any reasons therefore, whatsoever.
- 13.9 The tenderers 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.
- 13.10 No tenderer will be allowed to withdraw his Tender during the validity period.
- 13.11 The Supplier shall engage qualified and experienced supervisory staff at his cost during the execution of the work for attending to day-to-day affairs.
- 13.12 Notwithstanding anything stated above, CSVTU reserves the right to assess the tenderer's capability and capacity to perform the Contract. Circumstances may warrant such assessment in the overall interest of CSVTU.
- 13.13 Canvassing in any form for the acceptance of tender would disqualify the tenderer.
- 13.14 The decision of CSVTU in awarding the supply order shall be final and can **not** be subjected to arbitration.
- 13.15 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.
- 13.16 The supplier shall be liable to supply the quantity of items shown at Annexure "II" with a deviation of (+) or (-) 10% on approved rates for a period of **one year**
- 13.17 The supply order shall be placed initially for a period of one year & extendable for one more year at the option of the CSVTU.