



## ASSAM UNIVERSITY: SILCHAR

### TENDER NOTICE

Assam University, Silchar, invites sealed short tender with a validity period of 90 (Ninety) days from the date of receipt of tender in prescribed format available in the Engineering Section of Assam University, Silchar from the Govt. registered contractors having Civil Registration of APWD/CPWD/MES/PSU of appropriate class and category having valid registration for the work as mentioned below:-

Name of Work	Estimated Cost	Time of Completion	EMD (in Rupees)	Cost of tender document	Last date of submission of tender	Due date and time for opening of sealed tender
PVC flooring in the Computer lab of Economics Department.	₹ 61,760.00	10 (ten) days	₹ 1,300/-	₹ 150/-	16.08.2016 Up to 2 pm.	16.08.2016 at 3 pm

The eligible Contractor who are financially sound and proficient in the similar nature of works are to quote their rate in item rate basis, rate should be inclusive of all taxes & incidental charges. Self attested copy of (i) Valid registration certificate (ii) PAN Card (Where PAN of the deductee is not available, Tax at higher of the prescribed rate or 20% will be deducted on all transactions) (iii) VAT Registration (iv) Bank Solvency (V) Work experience on similar nature of work duly signed are to be enclosed with the tender without which the tender will not be accepted.

The interested bidder may examine the nature of work available in Engineering Section and visit the site to satisfy themselves about the scope of the work before submitting the tender. The duly filled in tenders can be submitted by hand in the Tender Box at Engineering Section, Administrative Building, Assam University, Silchar on **16.08.2016 up to 2 pm**. Tenders will be opened on 16.08.2016 at 3 pm. in presence of the tenderers or their authorized representatives.

The tender document can be downloaded from University web site [www.aus.ac.in](http://www.aus.ac.in) for which non refundable tender fees of Rs 150/- per tender payable in DD (Drawn in favour of Assam University, Silchar) to be enclosed as application fees along with tender document & the Tender document can be obtained from the Engineering Section on all working days during 01.08.2016 to 16.08.2016 up to 12 noon.

Assam University reserves the right to accept/reject any or all tender including lowest bidder by recording clear, logical reasons. Canvassing in any form will be a disqualification for submission of the tender including submission of tender to the university in future.

Deputy Registrar (Engg)

Date: 01/08/2016

No. Au/Engg/Maint/Civil/91/2016

Copy to:-

1. P.S. to V.C. for kind information of the Hon'ble Vice-Chancellor.
2. Registrar, AUS, for kind information.
3. Finance Officer, AUS, for information.
4. HOD, Economics Department for information.
5. The Director Computer Centre, AUS, for information & with a request to upload the aforesaid notice in University website.
6. Notice Board.
7. File.

Section Officer (Engg)



# ASSAM UNIVERSITY SILCHAR

(A Central University Constituted under Act. XXIII of 1989)

## TENDER DOCUMENT

**Name of work:** - PVC flooring in the Computer lab of Economics Department, AUS.

Last date of issue of tender paper : 16.08.2016 up to 12 noon.

Last date of submission of tender paper: 16.08.2016 up to 2 pm.

Date and Time of Opening Bid : 16.08.2016 at 3 pm.

- EMD to be sealed in envelope No.1
- Checklist, Terms and conditions, is to be sealed in envelope No. 2(Page No. 1-9)
- Price schedule of quantity to be sealed in envelope No.3(Page No. 10-12)
- Envelope No.1, 2 & 3 to be inserted in a single envelope properly, sealed subscribing name of work, closing date & name of agency / contractor.



# ASSAM UNIVERSITY SILCHAR

(A Central University Constituted under Act. XXIII of 1989)  
Silchar – 788011, Assam, India.

No. Au/Engg/Maint/civil/91/2016

Date: - 01.08.2016.

## NIT/ TENDER PAPER

**Name of work:** - PVC flooring in the Computer lab of Economics Department,  
AUS.

Cost of Tender Paper:-	: Rs.150/-
Estimated Cost:-	: Rs. <b>61,760.00</b>
Earnest Money:-	: Rs. 1,300/-
Last date of issue of tender paper	: 16.08.2016 up to 12 noon.
Last date of submission of tender paper	: 16.08.2016 up to 2 pm.
Date and Time of Opening Bid	: 16.08.2016 at 3 pm.

Certified that this NIT/Tender papers contains (11) pages including the cover page.



## **CHECK LIST OF DOCUMENTS**

1. Valid Registration certificate ( Xerox copy self attested) of  
Central Govt./ State Govt./PSU (Proforma 2(a) : Yes/No
  
2. Experience certificate:  
Experience of executing similar nature works during the last  
seven years with the record of completion. (Proforma 3(a)  
(Xerox copy self attested). : Yes/No
  
3. Bank solvency from nationalized Bank as per prescribed  
Proforma-2(C) (Xerox copy self attested) : Yes/No
  
4. On going works statement (Xerox copy self attested)  
proforma 3(b) : Yes/No
  
5. PAN CARD (Xerox copy self attested) : Yes/No
  
6. VAT Registration : Yes/No



## TERMS AND CONDITIONS

**Name of work:** - PVC flooring in the Computer lab of Economics Department, Aus

1. Only those Govt. Registered Civil contractors of appropriate class and category having valid registration shall be eligible for the bid.
2. The work must be completed **within 10 (ten) days** from the date of issue of work order.
3. This being a item rate Tender, the tenderer shall quote their rate on item basis. Earnest Money in the form of call deposit/FDR of schedule bank drawn in favour of Assam University Silchar, should be submitted in separate cover along with tender paper.
4. No materials will be supplied by the University, and all the serviceable materials which belongs to the University during and after execution of Civil and Electrical works must be submitted to the Engineering Section of the University.
5. The work should be completed with ISI approved branded company's product.
6. No advance payment shall be made.
7. 10% security money will be retained by the University from bill value, which shall be released after one year of satisfactory completion of work.
8. E.M.D. of unsuccessful bidders shall be released within two months after issue of work order to the successful bidder.
9. In case delay in completion of the work within the stipulated time due to reasons attributable to the contractor, standard liquidate damage @ 1% of the tender accepted value shall be recovered for each day of delay from the final bill.
10. The contractor shall obtain a valid licence under the contract labour (R&A) Act. 1970, and the contract labour (R&A) central rules 1971, after the commencement of the work, and continue to have a valid licence until the completion of the work. The contractor shall also abide by the provisions of the Child labour (Prohibition and Regulation) Act. 1986. Any failure to fulfill these recruitments shall attract the penal provisions of this contract arising out of the resultant no-execution of the work. No labourer below the age of fourteen years shall be employed for the work.
11. During Opening of tender only agency representative duly authorized by the agency will be allowed to present.
12. All relevant document submitted with the tender should be self attested (by the agency) and on demand original copy must be produced without which tender will not be considered.
13. Authenticity of signatory (contractor) of tender document will be verified before finalization of tender document.
14. **Self attested Xerox copy of PAN Card is to be submitted alongwith tenders. Tax at higher of the prescribed rate or 20% will be deducted on all transactions liable to TDS, where the PAN of the deductee is not available.**
15. In case of any dispute, the matter shall be referred to the Arbitrator to be appointed by the University and the decision of the Arbitrator is final and binding upon the parties.
16. Those bidder who accept the above terms and conditions, may submit their tender along with all relevant documents and a copy of above terms and conditions of the tender duly signed.
17. Tender should be submitted in Engineering Section.
18. Selected tenderer will have to sign formal agreement in the standard form.
19. If the last date of opening of tenders falls in any holiday/bandh etc. the subsequent day may be treated as the last day receiving/opening of tender.

Date:-

Signature of the Contractor

Postal Address:-



## **PROFORMA –2(c)**

### **FORM OF SOLVENCY CERTIFICATE FROM A SCHEDULED BANK**

This is to certify that to the best of our knowledge and information M/S/ Sri -----  
----- having marginally noted address, a customer of our bank are /is respectable  
and can be treated as good for any engagement up to a limit of Rs----- (Rupees-----  
-----)

This certificate is issued without any guarantee or responsibility on the Bank or any of the officers.

**(Signature)  
For the Bank**

Note : In case of partnership firm, certificate to include names of all partners as recorded with the bank .

**Signature of agency / contractor**



## **PROFORMA – 2(a)**

### **DETAILS OF CONTRACTOR’S REGISTRATION**

1. Name of Agency/ Contractor :
2. Name of the Department issued contractor’s registration :
3. Registration No :
4. Class of Registration :
5. Category of registration :
6. Tender limit :
7. Validity period :

Copy of Registration certificate to be enclosed

Signature of Agency/ Contractor



### **PROFORMA – 3(a)**

List of Similar nature of works executed during preceding 3 years under Central Govt. /State Govt. /Central PSU/ central autonomous body.

<b>Sl.No</b>	<b>Name of work with brief particular thereof</b>	<b>Date of Commencement</b>	<b>Date of Completion as per work order</b>	<b>Actual date of completion</b>	<b>Contract Amount (Rs)</b>	<b>Name of client, contact with his complete address Phone No.</b>

Add extra sheet if required

Sign of the company/Contractor

Date :

Note: Original or self-attested copies of work order & completion certificates from client shall be attached



### **PROFORMA – 3 (b)**

3. B List of ongoing works:-

<b>Sl.No</b>	<b>Name of work with brief particular thereof</b>	<b>Date of commencement</b>	<b>Date of completion as per work order</b>	<b>Contract Amount (Rs)</b>	<b>Name of client , contact with his complete address and Phone No.</b>

Add extra sheet if required.

Seal & Signature of the company/Contractor

Date:

Note : Original or self-attested copies of work order from client shall be attached.



## **TENDER**

I/We have read and examined the notice inviting tender, schedule, specifications applicable, General Rules and Directions, Conditions of contract and special conditions , schedule of rate and other documents and Rules referred to in the conditions of contract and all other contents in the tender document for the work .

I/We hereby tender for the execution of the work specified for AU , Silchar within the time specified and in accordance in all respects with the specification, designs drawings and instructions in writing referred to in General Rule and Directions and in the conditions of contract and with such materials as are approved by the University Authority, and in respects in accordance with, such conditions so far as applicable .

I/We agree to keep the tender open for -----days from the due date of submission thereof and not make any modifications in its terms and conditions.

A sum of **Rs. 1,300/-** is hereby forwarded in FDR/ Call deposit in favour of Assam University, Silchar of scheduled Bank as earnest money. If I/We, fail to commence the work specified I/We agree that the A.U., Silchar or his authorized officer successors in office shall without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money absolutely otherwise the said earnest money shall be retained by him towards security deposit to execute all the works referred to therein and to carry out such deviations as may or orders, up to maximum of the percentage mentioned in the conditions of contract and those in excess of limit at the rates to be determined in accordance with the provision mentioned in the tender form.

I/We agree that should I/We fail to commence the work specified in the above memorandum, an amount equal to the amount of the earnest money mentioned in the form of the invitation of tender shall absolutely be forfeited to the Silchar and the same may be the option of the competent authority on behalf of the A.U. Silchar be recovered without prejudice to any other right or remedy available in law out of the deposit in so far as the same may extend in terms of the said bond and in the event of deficiency out of any other money due to me/ us under this contract or otherwise.

Date

Signature of Contractor

Postal Address & Tele No.



**Price Schedule of Quantity**  
**Estimated Cost: Rs. 61,760.00**



## Price Bid

Name of Work: PVC flooring in the Computer lab of Economics Department.

SL No.	Description of Item	Qty/U nit	Rate (in Rs)	Amount (in Rs)
1.	Providing, fixing in position PVC flooring 2mm thick with necessary adhesive etc complete as directed.	72 sqm		
2.	Any other minor related schedule items (APWD schedule 2013-14) Rate should be quoted for this item in % above/below/at par basis	Rs. 2000.00		
Total				

**Total =.....**

**Amount (In words) =.....**

**Name:-**

**Address:-**

**Ph No:-**