

JAMIA HAMDARD (UNIVERSITY)

HAMDARD NAGAR, NEW DELHI – 110062

TENDER DOCUMENT

FOR

THE SUPPLY OF M.S. LOCKERS FOR THE DEPARTMENT OF PARAMEDICAL SCIENCES, (HIMSR)

**Issued to : -----
-----**

Name and signature of issuing officer

NOTICE INVITING TENDER

Sealed item rates tenders are invited from the Manufacturers / Authorized agencies for the supply of 80 nos. student M.S lockers for the department of Paramedical Sciences (HIMSR)

Bona fide and reputed manufacturers on behalf of their agencies may obtain the tender form, detailed specification etc. during all working days upto 26/09/2016,

from the finance section. The tenders will be opened in the presence of the tender opening committee members and bidder on 26/09/2016 at 3:30 pm.

**Name of Work:- SUPPLY OF STUDENT M.S. LOCKERS FOR THE
DEPARTMEN OF PARAMEDICAL SCIENCES (HIMSR)**

- 1- Estimated Cost:- Rs. 9,60,000.00**
- 2- Earnest Money:- Rs. 25,000.00 (In favour of Jamia Hamdard)**
- 3- Last date of receipt of tender:- 26.09.2016 Up to 3:00 pm (Purchase Section
tender box)**
- 4- Date of opening of tender :- 26/09/2016 at 3:30 pm (Dean HIMSR office)**
- 5- Time of completion of job:- 30 days from the issue of supply order.**

Dean (HIMSR)

JAMIA HAMDARD
(Hamdard University)
Hamdard Nagar, New Delhi-110062
TENDER DOCUMENT

(JH/Engg. Deptt.(Civil)/01/10.09.2016)

The Jamia Hamdard is involved in Research & Development activities and Teaching. The University, therefore requires the M.S. locker for the Department of paramedical students.

1. The Company should be registered with sales Tax Authorities.
2. The Rates will be valid for a minimum period of 90 days.
3. There will be no change in price structure during the period of contract except other statutory levies as made applicable by the Govt, through notifications/regulations changes.
4. Price should be FOR delivery at site department of Paramedical Sciences.
5. The items shall be supplied within 30 days (thirty days) from the date of issue for work/supply order, either direct or through dealer, failing which penalty of Rs. 1000/- per day may be imposed and recovered from the running bills of the Company.
6. The items, so supplied will have to be as per the given specification and grade and during the inspection/test of these items if they are found to be of inferior quality, the same are to be replaced by the Company at their own cost within the stipulated periods, failing which the Company will be liable for cancellation. Delayed supplied/non-compliance of complete order may also lead to cancellation of order.
7. If the supplier fails to execute/supply the awarded works within the stipulated period, the University reserves the right to forfeit the Earnest/Security money without assigning any reason.
8. If the Company fails to deliver the material within the delivery period, as the purchaser may procure such items as deemed appropriate for, then the Company will be liable to pay the purchaser for any excess costs incurred for procurement of goods or services not delivered in time.
9. The University reserves the right to enter into parallel Rates Contract for similar items during the period of Rate Contract with one or more parties.
10. The University also reserves the right to test the material for their quality if it so desires.
11. Maximum discount, taxes and other levies are to be specified clearly in words & figures in the bid.
12. The payment will be made after the satisfactory supply of the items in good condition.
13. Jamia Hamdard will deduct an amount of 0.25% from all the bills for "Jamia Hamdard Relief and Welfare Fund".
14. The Security money @ 5% will be deducted from the total value of the supply order and the same will be released after the defects & liability period of six month from the date of supply.
15. The Tenderer whose near relatives/blood relations are employed at Jamia Hamdard need not apply, and the same will not be considered.
16. The Institute does not bind itself to accept the lowest tender and reserves the right for accepting and tender or to reject any or all tenders and also to reduce or enhance the

- quantity and period of order according to departmental requirement without assigning any reason.
17. The decision of the University will be final in case of any dispute arising in implementation of the terms of the contract.
 18. TAN/PAN and Sale tax/VAT certificate should be attached with the tender documents.
 19. The manufacturer/supplier should submit the list of Universities/Govt. organizations/Institutions to whom supplier were made earlier.
 20. Correction in the tender if any should be initialed otherwise the tender will be rejected at the time of the opening; the rates should be quoted in figures and in words as well.
 21. No extra payment like carriage freight, loading and unloading, storekeeping, packing, forwarding etc. will be paid.
 22. Income tax at source will be deducted from the running bill of supplier from the passed amount as per instruction of Income Tax Department.
 23. The Institute takes no responsibility for delay or non-receipt of tender documents sent by post either way and also reserves the right to accept or reject any or all the tenders in part or full without assigning any reason thereof.
 24. In case the date of opening of tender is declared as Public Holiday, the tender shall be opened on the next working day at the same time.
 25. Late and delayed tenders shall not be considered and may be returned unopened to the bidder.
 26. Tenders not in proper sealed cover or received telegraphically or by fax will not be entertained.
 27. Conditional tenders will be rejected without assigning any reason.
 28. The price to be given in the tender are fixed prices, irrespective of rise in materials prices and increase in taxes etc., till the delivery of the overall consignment. No request in regard to increase in the price will be entertained after the submission of the tender.
 29. The tenderer has to certify that these terms and conditions are acceptable to him.
 30. All legal disputes, arising if any, would be settled under jurisdiction of Delhi court.
 31. The University may ask for providing samples of the items quoted or a duly constituted committee of the university may visit the premises of the participating companies to assess the quality of the goods quoted by the firm.

Dean (HIMSR)

The above terms & conditions are accepted.

Signature.....

Name.....

Designation.....

Company Seal.....

JAMIA HAMDARD
(Hamdard University)
Hamdard Nagar, New Delhi-110062
(Tender No.: JH/Engg. Deptt.(Civil)/01/10.09.2016)

TENDER APPLICATION FORM

Cost of Tender Documents : 500.00 (Non-refundable)

Tender form for : Supply of student lockers for the Deptt. of
Paramedical sciences (HIMSR)

Date of Submission of Tender : 26.09.2016 up to 3:00 P.M. (Purchase
Section, tender box)

Date of opening of Tender : 26 .9.2016 at 3:30 P.M. (Dean HIMSR
office)

Delivery period : 30 days from the issue of supply order

Tender Document Fee : DD/Receipt No-----Dated-----for
Rs.------(Rs.-----)

VENDOR DETAILS

1. Name of Firm/Company : -----

2. Authorized person : -----

3. Address : -----

Telephone (s) -----
Fax : -----Mobile-----
E-mail -----

4. Income Tax No. /PAN No. : -----

5. Sales Tax No./TIN No. : -----

6. Experience Certificate : -----
(Attached photo copy)

7. Earnest Money Rs. 25,000.00(EMD) : DD/Banker Cheque No-----Dated ----for
Rs.------(Rs.-----)
Bank-----

I/We agree to abide by the terms and conditions of the contract as laid down under Tender No. JH/Engg. Deptt.(Civil)/01/10.09.2016)

Signature.....

Name.....

Designation.....

Company Seal.....

(Hamdard University)
Hamdard Nagar, New Delhi-110062

Bill of Quantities (BOQ)

Name of work: Supply of student lockers for the department of paramedical science (HIMSR)

S.No.	Description	Unit	Qty.	Rate	Amount
1.	Supply of M.S. Locker of Size 78"x36"x19" with one cabinet and consisting of 12 Lockers, front shutter 20 gauge, shelves and partition 22 gauge, back shutter 22 gauge with foot rest & locking arrangement etc. complete in all respect as per the IS specification 3314 (1984) as amended upto date with powder coated and thickness of coating minimum 50 micron .	Nos.	80		
	Total cost				

Signature-----

Name-----

Designation-----

Company Seal-----