

# NONGTALANG COLLEGE, NONGTALANG

## Notice Inviting Tender

Ref No: NC/RUSA/Adv/Pro/2017/29/15

Dated: 02 July, 2020

Sealed Tenders under Two-Bid System affixing Court fee stamp of Rs.2000.00 (Rupees Two Thousand) only are invited from Registered Govt./Private Supplier /Manufacturers wholesale suppliers having adequate experience and credentials for similar nature of work in manufacture, supply and Installation of the following items under the MHRD's RUSA 1.0. The relevant details and information on the current work being tendered are furnished below:

<b>1. Name of Work</b>	<b>Procurement of Furniture &amp; IT Equipment &amp; other Related Items to Nongtalang College, Nongtalang under RUSA-1.0</b> 1. Group-A : Furniture - Rs.38,98,000.00 2. Group-B : IT Equipments - Rs. 6,72,000.00
<b>2. Eligibility</b>	3 years' experience and credentials in similar nature of work with good performance record and financial soundness
<b>3. Approximate Estimated Amount</b>	<b>Rs.45,70,000/- (Inclusive of Installation charges, GST and other taxes)</b>
<b>4. Earnest Money</b>	2% of the value of the contract. (1% for Tribal suppliers)
<b>5. Tender to be submitted</b>	In standard agreement format obtainable from Nongtalang College against cash price.
<b>6. Rates:</b>	The rates are to be quoted items wise
<b>7. Price of Tender papers</b>	Rs.2000/- (By cash) (Non-refundable)
<b>8. Supply period</b>	Within 1 (One) months.

- Suppliers should furnish an undertaking that the Supply/Installation will be done by the tenderer himself/herself.
- Tenders which are incomplete in any form, lacking relevant documents etc. will be summarily rejected and disqualified from the bidding process. Nongtalang College reserves the right to reject any or all application and tenders without assigning any reason thereof.

**Principal**  
**Nongtalang College, Nongtalang**

### Copy:

1. Principal Consultant, RUSA Cell, Meghalaya, Shillong.
2. Jwatbor Cajee & Associates, Design Consultant, Laitumkhrah, Shillong.

**DETAILED NOTICE INVITING TENDER**

**NAME OF WORK:** Furniture & IT Equipment to Nongtalang College, Nongtalang under RUSA-1.0

- 1. Group-A : Furniture - Rs.38,98,000.00
- 2. Group-B : IT Equipments - Rs. 6,72,000.00

1. APPROXIMATE TENDER VALUE: **Rs. 45,70,000/- (Rupees Forty-Five Lakhs Seventy Thousand) only.**
2. DATE OF SELLING OF TENDER PAPERS: **06.07.2020 up to 13.07.2020** during office hours.
3. Last date of submission of Tender: **14.07.2020 at 11.00 AM**
4. Date of opening: **14.07.2020 at 12.00 Noon**
5. This Notice Inviting Tender was sold to.....  
VIDE RECEIPT NO.....Dt.....
6. NAME OF THE SUPPLIER:.....
7. POSTAL ADDRESS:.....
8. REGISTRATION No.....

**SIGNATURE OF TENDERER**

**Scope of Work: Procurement of Furniture & IT Equipment to Nongtalang College, Nongtalang under RUSA-1.0**

- 1. Group-A : Furniture**
- 2. Group-B : IT Equipment**

**SPECIFICATION:**

**GROUP – A: FURNITURE ITEMS**

SI.No	ITEM	SPECIFICATIONS / SIZES	QUANTITY
<b>A</b>	<b>LIBRARY, OFFICE, OFFICE ROOM AND LIBRARIAN ROOM</b>		
1	Racks (steel)	(200x120x40) cm	30
2	Student's study Table (Bhutan Board)	(180x90) cm	6
3	Student's Chair (Reputed Brand)	Standard size	48
4	Aluminium partition with door	670x300 cm	1
5	Enquiry & control Counter	(470x80x60) cm	1
6	Periodicals	(200x120x50) cm	27
7	Bag Deposit Counter	(210x90x60) cm	2
8	Chair for Librarian (Reputed Brand)	Standard size	2
9	Table for Librarian (Reputed Brand)	(150x90x75) cm	1
10	Almirah	(200x90x50) cm	13
11	Visitor's Chair (Reputed Brand)	Standard size	8
12	Officer's Chair	Standard size	1
13	Chairs for Office Room (Reputed Brand)	Standard size	5
14	Table for Office	(380x75x50) cm	1
<b>B</b>	<b>CLASSROOMS AT GROUND FLOOR</b>		
1	Bench	(210x30) cm	42
2	Desk	(210x45) cm	42
3	Teacher's table	(90x60) cm	5
4	Teacher's Chair	Standard size	5
5	Platform	(360x180) cm	5
6	White Board	(200x100) cm	5
<b>C</b>	<b>CLASSROOMS AT FIRST FLOOR</b>		
1	Bench	(210x30) cm	40
2	Desk	(210x45) cm	40
3	Teacher's table	(90x60) cm	5
4	Teacher's Chair	Standard size	5
5	Platform	(360x180) cm	5
6	White Board	(200x100) cm	5

<b>D</b>	<b>PRINCIPAL'S ROOM</b>		
1	Principal's table with Pedestal & Computer table (Reputed Brand)	Standard size	1
2	Principal's Chair (Reputed Brand)	Standard size	1
3	Visitor's Chair (Reputed Brand)	Standard size	3
4	Sofa set (Reputed Brand)	L-shape (5-seater)	2 sets
5	Centre table (Reputed Brand)	Standard size	1
6	Showcase (Reputed Brand)	(300x330) cm	2
7	Showcase (Reputed Brand)	(180x330) cm	2
8	Carpeting (Reputed Brand)	(670x580) cm	1
<b>E</b>	<b>COMPUTER'S ROOM</b>		
1	Computer's Chair (Reputed Brand)	Standard size	10
2	Computer's table (Bhutan Board)	(90 x 75 x 60) cm	15
<b>F</b>	<b>VICE-PRINCIPAL'S ROOM, IQAC ROOM AND RUSA ROOM</b>		
1	Table (Reputed Brand)	(90 x 60) cm	3
2	Chairs (Reputed Brand)	Standard size	3
3	Almirah (Reputed Brand)	(200x90x50) cm	3
4	Visitors chairs (Reputed Brand)	Standard size	12

**SPECIFICATION:****GROUP – B : IT EQUIPMENT**

SI.No	ITEMS	SPECIFICATIONS	QUANTITY
1	COMPUTER SERVER -	Specification: Intel Xeon Silver 4210:2.2G, 10C/20T, 9.6GT/s. 13.75M Cache, Turbo, HT (85W) 16 DIMMS 2 x 16GB RDIMM Up to 8,3.5" Hot Plug Hard Drives, Tower Configuration 1 x 1.2 TB 10K RPM SAS 12 Gbps 512n 2.5 "Hot-Plug Hard Drive, 3.5" HYB CARR PERC H730P RAID Controller, 2GB NV Cache DVD+/-RW Dual, Hot- Plug, RPS, 495W iDRAC9, Enterprise 3YR ProSupport 4HR Mission Critical Operating system (OS): Linux Ubuntu 18.04 or 20.04 / LTS (Long Term Support) + 22" DELL Monitor + Keyboard and Mouse	1
2	INVERTER	10 KVA Heavy Duty Inverter/UPS (Model: CRUZE 10 KVA Wattage: 8000 WATTS) Can be used with Solar panel	1
3	XEROX MACHINE	Multifunction Xerox machine – Digital Photo Copier – COPY/PRINT/SCAN Colour/Black & white, Network with WIFI Connectivity with Trolley and 2KV Stabilizer	1

**(TO BE SUBMITTED ALONG WITH PRICE BID)**

## PRICE SCHEDULE FOR THE QUOTED FURNITURE AND IT EQUIPMENT

Sl. No	Items	Price	Total nos.	Total cost
1.	Group – A: Furniture Items			
2.	Group – B: IT Equipment Items			
<b>Total Estimated Cost:</b>				<b>Rs.</b>
(Rupees)				

**Principal**  
**Nongtalang College, Nongtalang**

## **ELIGIBILITY CRITERIA:**

- i. The bidder must be a manufacturer or authorized dealer or authorized representative of the manufacturers of quoted Furniture/Equipment for last Three years or sole authorized partner of companies engaged in manufacturing of quoted items for the last three years.
- ii. Bidder should be an ISO 9001:2008 or higher certified Company. The bidder should enclose a copy of quality certificate from a recognized institution for their quoted Items manufacturing facilities anywhere located in INDIA or abroad. This certification should be from any globally recognized institution.
- iii. Firm/bidders blacklisted at any stage by any institution under RUSA Scheme or by any NITs/IITs/IIITs/ Central Universities/ IISERs/CSIR/ labs or Central/State Government body/PSUs etc. need not to apply.
- iv. The bidders should have a valid ST/CST/GST registration number and PAN for the bidder's firm.
- v. Attested copies of Articles of Association (in case of registered firm), Byelaws and certificates for registration (in case of registered co-operative Societies), partnership deed (in case of partnership firm) also must be submitted along with the technical bid.
- vi. The bidder should be an Indian registered company engaged in respective area of works with minimum experience of 3 (THREE) years. The bidder should have sufficient Infrastructure, technical expertise and financial strength to undertake the contract.
- vii. Minimum AVERAGE ANNUAL TURNOVER of Rs. 30.00 lakhs in the last 3 financial years. (Balance sheet/CA certificate to be enclosed, duly supported by the income tax return).
- viii. The bidders should enclose relevant documents wherever necessary to substantiate their eligibility.
- ix. The bidder should enclose the cliental list with contact address along with Phone/Fax for reference, for the quoted item.
- x. The Bidder is expected to examine all instructions, forms, terms and specifications in the Bid Documents. Failure to furnish all information required as per the Bid Documents or submission of bids which are not substantially responsive to the Bid Documents in every respect may result in rejection of the bid.
- xi. Bidders who had supplied the Government departments, PSUs/NITs/IITs/IIITs and reputed Institutions and Organizations should only apply.
- xii. In case of sophisticated items, an on-site training needs to be provided with no extra cost.
- xiii. Wherever applicable the vendors must quote the branded /desired items.
- xiv. The bidder shall submit a certificate (self-certified on letter head) that the firm has not been black listed by any institution of the State/Central Government in the past.
- xv. The bidders must submit signed copy of tender document and corrigendum if any or self-declaration letter that he/she has read and understood all tender terms & conditions and all tender conditions are acceptable to him/her, as token of acceptance of all tender terms & conditions.
- xvi. The Bidders are requested to furnish documents to establish their eligibility for each of the above clauses. Relevant portions, in the documents submitted in pursuance of eligibility criterion mentioned above, should be highlighted. If tender were not accompanied by all the above documents mentioned, the same would be rejected. Undertaking for subsequent submission of any of the above document will not be entertained.

Principal, Nongtalang College, reserves the right to reject, accept any or whole or part of any of the tender without assigning any reason thereof and no claim will be entertained.

Upon verification, evaluation / assessment, if in case any information furnished by the Bidder is found to be false / incorrect, their bid shall be summarily rejected and no correspondence on the same shall be entertained.

THE BID SUBMITTED BY ANY BIDDER NOT FULFILLING THE ELIGIBILITY CONDITIONS / CRITERIA STIPULATED ABOVE, WILL NOT BE CONSIDERED.

**Principal  
Nongtalang College  
Nongtalang**



TENDER FORM

To,

The Principal  
Nongtalang College  
Nongtalang

Subject: **Procurement of Furniture & IT Equipment to Nongtalang College, Nongtalang under RUSA-1.0**  
**1. Group-A: Furniture**  
**2. Group-B : IT Equipments**

Sir,

I/We have the honour to submit the tender for the above noted work for favour of your consideration and orders. I/We purchased tender paper for the work vide receipt No.....Dated.....

I am/We are registered Firm/Manufacturer and my/our registration No. is .....

I/We have gone through the Tender paper and agree to all proposed Terms and Conditions.

I/We, therefore, sign and seal them and return in original.

**Yours faithfully,**

**(Signature of Tenderer)**

**Name in block letters in full: -** .....

**Postal Address:-** .....

**Registration No:-** .....

**Dated :-** ..... **Mobile. No**.....

**Enclo: - Copies of the Tender papers and certificates stated above.**

## TERMS AND CONDITIONS:

PROCEDURE FOR SUBMISSION OF BIDS: The bidders who are desirous of participating shall submit their Technical and Price bids in the two separate envelopes. The bidder should submit photo copies of all the relevant certificates, documents etc. after page-numbering all documents and tender document and prepare an index thereof in support of their price bids. The bidder shall sign on all the statements, documents, certificates, submitted by him, owning responsibility for their correctness/authenticity and copies thereof may also be submitted in the office of the NONGTALANG COLLEGE, NONGTALANG along with original EMD.

1. The Competent Authority of the College does not bind himself to accept the lowest or any tender.
2. ALTERATION IN THE SPECIFICATION. (i) The specifications mentioned/issued with this form of tender must not be altered by the Suppliers.
3. INCOMPLETE TENDERS Tender will not be considered if complete information is not given at the time of tendering or if the particulars and data (if any) asked for are not given.
4. CANCELLATION OF TENDER/ CONTRACT/ IN PART OR IN FULL IN CASE OF DEFAULT IN CONTRACT/SUPPLY: If the Supplier, in the opinion of the Institute fails or neglects to comply with any of the terms & conditions forming, part of the order issued, the head of institute shall without prejudice to any other right or remedies under the contract, has the right to cancel the contract /order by giving 15 days' notice in writing to the Suppliers/firms without being liable to pay compensation for such cancellation.
5. Demonstration of equipment/furniture has to be arranged by the suppliers; the sample of the items (*catalogues*) shall be produced at the time of technical bid opening.
7. The quotation should be valid for a period of one year from the date of opening of the tender. Rate Contract can be further extended for a period of one year on the same rates and terms and condition subject to satisfactory performance and mutual agreement for the same.
8. Rates are to be quoted in INR (Rupee terms) only and any revision thereof is not allowed after the tenders have been opened.
9. The delivery period should be clearly mentioned against each item, in case, the items are not readily available; ex-stock offer will be preferred.
10. The payment will be made within 30 days after the successful demonstration/installation of the equipment. Rejected items/goods should also be removed within 30 days after which no responsibility will be accepted by College.
11. In case you cannot quote for one or more of the items asked for in the tender the word "NOT QUOTED" (in the rate column) should be indicated.
12. The specification of the item quoted by the firm should confirm to the College specification. Confirmation, in this respect should be specifically mentioned in the tender. Where the tenderer feels that the specification of the item not fully given or differ, from the specification of the item mentioned by the

College, the exact specification of such item should be attached with the tender indicating the item quoted.

13. The Firm is required to link the College specifications with catalogues & leaflets/literature for each item. Details features, for compliance of specification should be provided on specification sheet & appropriate reference i.e. page no. & para of literature, leaflet wherefrom the relevant information has been checked, should be indicated.

14. **EARNEST MONEY:** The Bidders must submit their tender with EMD in the form of Demand Draft/ Bank Guarantee/ Short term Deposit in favor of "The Principal, **NONGTALANG COLLEGE,**" payable at Nongtalang. ***Tender without EMD will be summarily rejected.*** Failure to furnish the original DD/BG/STD before the closing of the bid will entail rejection of bid and blacklisting. If the tenderer after acceptance of the tender refused to take up the purchase order, his Earnest Money will be forfeited. Any tender received ***without/less/more Earnest Money deposit*** shall be summarily rejected.

15. The Competent Authority reserves the right to reject any or all the tenders without assigning any reason, at any stage, and his decision will be final.

16. The supplies shall have to be made within the period specified in the purchase order failing which the order shall be cancelled and the Earnest Money will be forfeited. However, in exceptional circumstance and, on written request, from the supplier/tenderer, extension of date for supply of the material will be considered. Extension in supply period is at the sole discretion of the competent authority.

17. Service manuals, wherever available/ required, should be provided along-with the Equipment/Furniture.

18. A WARRANTY certificate should invariably be supplied along with the item at the time of delivery. Non-Compliance of the same will result in non-acceptance of the item from the firm with whom the order was placed beside rejection of the tender.

18. The Competent Authority reserves the right to levy liquidated damages up to 2% of the value of the order for delayed supply. If the supply is delayed beyond the extended period, the College reserves the right even to cancel the order and forfeit the EMD of the firm/ tenderer.

19. **PERFORMANCE SECURITY DEPOSIT:** The successful tenderer shall furnish Performance Security Deposit of the value of 10% of the cost of the item in the shape of Bank Guarantee/FDR etc. from a nationalized bank pledged to Principal, **NONGTALANG COLLEGE, NONGTALANG,** for a period of 60days beyond the warrantee period to ensure the satisfactory performance of item supplied. The performance guarantee is to be submitted at the time of installation / demonstration of equipment. In case the performance of the item is not found satisfactory, the amount of bank guarantee will be credited in College account.

20. In case of software items, the suppliers should ensure that: - i. Legal software is supplied in original sealed pouches / P. K. T. ii. A license agreement is enclosed with it. iii. A registration card is available for software.

21. **FAILURE AND TERMINATION:** - If the Contractor / Supplier fails to deliver the stores or any instalment thereof within the period fixed for such delivery or at any time repudiates the contract before the expiry of such period, Nongtalang College, Nongtalang may without prejudice to the right of the purchaser may recover damages for breach of the contract.

**22.** The technical & price bids of only those bidders will be opened who fulfil the eligibility criteria and the required whose documents are found in order. If any of the date earmarked for opening of technical or financial bids happens to be holiday, the bids will be opened on the very next working day. Bidders need to be present at the opening of the bid physically or they can be represented by their authorized representatives with proper letters of authorization and identifications.

**23.** The Rate contract will be valid for period of one year from date of opening bid and Rate Contract can be further extended for a period of year on the same rates and terms and Condition subject to satisfactory performance and mutual agreement for the same.

**24.** The College reserves the right at the time of award of PO/Contract to increase or decrease the quantity of goods and services originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions. Further, the quantities in the PO/Contract may be enhanced by 30% within the delivery period.

**25.** The firms having brand name and model Number should clearly be mentioned in the bids.

**26.** In case Firms from outside the State of Meghalaya, the said firm should have a registered support Office in Shillong with valid document to be submitted.

**27.** In case of dispute, Jurisdiction will be Shillong only.

**Principal  
Nongtalang College  
Nongtalang**

## CHECK LIST OF DOCUMENTS TO BE SUBMITTED WITH TECHNICAL BID.

### (A) PROFILE

1	Name of the Tenderer (In block letters)	
2	Status of the firm i.e. Public Ltd/ Pvt. Ltd /Partnership firm or Proprietorship firm.	
3	Name of the Director/Partner/Proprietor/ Authorized Signatory of the firm	
4	Complete address of the Firm with Phone No.	

**(B) OTHER DETAILS:** Compulsory document for Bid Evaluation  
(Non-submission may lead to Rejection)

<b>Sl.No</b>	<b>Particulars of documents</b>	<b>Page no.</b>	<b>No. of pages</b>
1.	Proof of EMD in form of FDR/ BG/D.D (mention amount as per proportion with tender amount and date)		
2.	Proof of PAN No. attached (mention No.....)		
3.	Proof of GSTIN Registration.		
4.	Brochure/Leaflets/Technical Information, including Make & Model, Imported/Indian of the item(s)		
5.	UNDERTAKING as per Tender Document, duly signed by vendor.		
6.	Detailed Technical specifications, Terms & Conditions and Delivery period etc. to be submitted on firm's letter head (Brochure and other supporting documents in Original)		
7.	Money Receipt for payment of Tender papers in original		
8.	Firm must have ISO certification		
9.	The vender /firm is not black listed by the any Govt. Deptt. /PSU/ autonomous body etc. Under taking in letter pad/head.		
10.	Certificate of Registration (for Cooperative Societies)		
11.	Certificate of Manufacturer Status (in case Manufacturer of products)		
12.	Certificate of Authorized Dealership/Authorized Representative		
13.	Articles of Association (for Registered firm)		
14.	Partnership Deed (for firms partnering with other firms		
15.	Self-Certification of non-involvement in any past and present litigation; to be given in letter head of the firm.		
16.	Certification of annual turnover		
17.	Warranty certificate to be provided for each Items		

**All documents to be submitted with pagination**