

BHASKARACHARYA COLLEGE OF APPLIED SCIENCES

(University of Delhi)

Sector - 2, Phase - 1, Dwarka, New Delhi - 110075, Phone- 011-25087597

Website: <http://www.bcas.du.ac.in>, Email: bhaskaracharya.college@gmail.com**Tender Notice**

M/S _____

Our Enquiry Ref No :

BCAS/Quot./20___/___/

Dated 30 / 12 / 2015Last date for Submission 25 / 01 / 2016

By the time 11:00 a.m.

Date and Time of Opening in 25 / 01 / 2016
the College premises at 12:30 p.m.**EMD :Rs. 5,000/-****Tender Fee Rs. 250/-**

Invitation of sealed 2 fold bids for the __Disposal of Items __ on "As Is Where Is Basis" from vendors registered with M/S MSTC Ltd placed in the college premises.

| S.No. | Items | Quantity | Annexure C |
|-------|---|----------|------------|
| 1. | Unserviceable lab equipment and e-waste | Lot 1 | Lis: 1 |
| 2. | Wooden and Steel Furniture | Lot 1 | Lis: 2 |

It is required that the following instructions should be carefully followed including detailed terms and conditions attached overleaf as Annexure 'A', while submitting your offer; otherwise your offer may not be considered.

- All the communication with the college should be addressed only to "The Principal, Bhaskaracharya College of Applied Sciences, Sector 2, Phase 1, Dwarka, New Delhi- 110 075." (hereinafter called the Principa)
- Sealed Quotations will be two fold (a) one technical bid as per Annexure I (b) another financial bid as per Annexure II. Bidders will not be permitted to alter or modify their bids after expiry of the deadline for receipt of bids.
- The technical bid and the financial bid should be sealed by the bidder in separate covers(A and B respectively) duly super scribed and both these sealed covers are to be put in a bigger cover (C) which should also be sealed and super scribed. All the three envelopes should be super scribed with format of the label shown in Annexure 'B'.
- Financial bids of only those bidders will be opened and considered who qualify in their technical bid.
- The firm must be reputed and must be registered with Sales Tax/ Income Tax Authority. The bidder should clearly mention valid TIN/ TAN/ Service Tax No/PAN, as per the Govt. norms.
- The bidder should submit self-attested copies of the MSTC Registration certificate and its validity, address proof of the firm, identity proof of the proprietor/partner, a copy of the cancelled cheque and/or any other document in support of the quoted item only with the technical bid of their respective offer.
- Incomplete bids or the ones submitted after due date would be summarily rejected. Moreover, the College will not be responsible for any postal delay or delay because of whatsoever reason.
- Any alteration/cutting/overwriting/white fluid etc. should also be avoided in the offer submitted. If they exist, they should be duly signed. Failing this the bids are liable to be rejected.
- The quoted price (only in the Financial Bid) should be "As is where is basis" in INR Rs/₹.
- Quoted price (only in the Financial Bid) and will be taken as inclusive of all taxes until and unless rates are mentioned specifically and clearly. *Taxes as applicable/extra*, if quoted, will not be considered and no further communication/ clarification may be required by the college in this regard.
- Agency will be responsible for labour charges for packing and loading, if any.
- Vendor can inspect and physically verify the items on all working days at the college premises between 10:00 a.m. to 3:00 p.m upto last date of submission to satisfy themselves.**
- Amendments/Corrigendum, if any, in this tender document shall appear in the college website only.

Yours Sincerely,

Principal Dr. BALARAM PANI
PrincipalBhaskaracharya College of Applied Sciences
(University of Delhi)

Sector: 2, Dwarka, New Delhi-75 Request for Quotation (RFQ) Limited Tender for Bhaskaracharya College of Applied Sciences, Dwarka

D

ANNEXURE 'A'

- I. The bids should be valid for a period of 90 days from the date of its opening.
- II. A non refundable tender fee of a fixed amount ₹250/- should be deposited in the form of a demand draft from any nationalized bank in favour of "The Principal, Bhaskaracharya College of Applied Sciences" along with the bid enclosed in the outermost envelope (C). Name, address and telephone number of the bidder should be clearly written on the backside of the Demand Draft.
- III. A refundable Earnest Money Deposit of a fixed amount ₹5000/- should be deposited in the form of a bank guarantee/ single demand draft from any nationalized bank in favour of "The Principal, Bhaskaracharya College of Applied Sciences" along with the bid enclosed in the outermost envelope (C). Name, address and telephone number of the bidder should be clearly written on the backside of the Demand Draft. Tenders without E.M.D. and Tender fee will not be considered.
- IV. Single bid for whole lot may be quoted at the prescribed place in the price bid otherwise tender shall not be accepted. No individual item shall be sold on the basis of rates quoted for that item. The amount for the whole lot shall be considered to decide the highest bid. The highest bidder for a lot will be the successful vendor for same.
- V. The bid security of the successful vendor will be treated as the interest free performance security for the contract. GFR 2005 will be applicable in regard of bid and the performance security deposited. The amount will be adjusted at the time of full disbursement of payment by the successful bidder.
- VI. The successful vendor has to pay the remaining amount in the form similar to EMD within 3 working days after being informed regarding its bid success. The items should also be taken immediately after full and final payment at its own risk, cost and responsibility within office hours. If the same is not taken within stipulated time, the firm shall have no right to claim on the material.
- VII. Only the person authorized by the purchaser, in writing, will be allowed to take delivery. No loading shall be allowed in holiday, Saturday & Sunday. No picking, choosing or sorting will be allowed in the premises for the disposal lots.
- VIII. The bid security of the successful vendor who withdraws or fails to execute the order shall be deemed to forfeit and no correspondence will be made with it in this regard. The firm will be blacklisted for a minimum period of One year.
- IX. The successful bidder shall be required to give an undertaking that all E-Waste will be disposed off as per E-Waste management and handling rules of Govt. of India.
- X. The final offered rate (only in the financial bid) shall be quoted by the vendor, for a lot, in words and also in figures and shall match with the amount figure. If rates in words do not tally with rates in figure then the rate quoted by the vendor in words shall be taken as its bid rate.
- XI. **The firm/company should be registered with M/s MSTC Limited to be eligible in this tender.**
- XII. The bidder shall bear all the costs associated with the preparation and submission of its quotation regardless of the conduct or outcome of the bidding process. It will be responsibility of the vendor to pack the item by its own labourers and the cost thereon will also be borne by the vendor himself.
- XIII. Only the sealed bids submitted personally/ post will be considered and the bids sent by Fax/Email will not be considered. Only the specific clarification, if any, sought by the college may be replied electronically.
- XIV. Authorised representative of the bidders is permitted to attend the bid opening schedule stated above. The representative should bring with them a letter of authority from the corresponding bidder, without which, they are not permitted to attend the bid opening.
- XV. The Principal reserves its rights to reject or accept wholly or partly the offer without assigning any reason(s). The Principal also reserves the right to cancel all Quotations without assigning any reason thereof.
- XVI. The decision for the placement of Order is at the sole discretion of the Principal. Once an order is placed, it will be non-transferable/ sublet/ or outsource by the successful bidder to any other firm or vendor.
- XVII. Any dispute or disagreement will be interpreted and addressed under Indian Laws in the Hon'ble Courts of Delhi Jurisdiction only.
- XVIII. Each bidder shall submit only one bid either by himself or as a partner in a joint venture. A bidder who submits or participates in more than one bid will be disqualified.
- XIX. Canvassing whether directly or indirectly, in connection with bids is strictly prohibited and the bids submitted by the bidders who resort to canvassing will be liable to rejection.
- XX. The successful vendors will have to provide their complete bank details in the prescribed proforma, in case the college desires to make the payment through ECS/RTGS.
- XXI. While sending bids, the firm/company/s shall ensure that the terms/conditions mentioned in this document against which the bids are being given are acceptable to them. The vendor submitting an offer in the response of this enquiry is presumed to have checked all the items in the Lot and also accept our terms and conditions stated above.
- XXII. Conditional tenders shall not be considered. Any tender containing addition/ alternation in the above terms & conditions and the specifications of items/material will also not be considered
- XXIII. The college will not be responsible for any injury/ mishappening to your labour engaged during the work in the college premises. The college should be indemnify by the contractor for any claim.
- XXIV. No child labour will be engaged by the contractor during the execution of the contract. Statutory obligations will have to be met by the contractor himself.

- XXV. No free tea, snacks and meals will be provided by the college. However as canteen facility is available in the college, your labour, may avail the canteen facility on payment basis as applicable.
- XXVI. Tools and protective equipments like gloves, safety shoes etc. required by the labour will be provided by the contractor.

ANNEXURE 'B'

Vendors should use the below mentioned formatted label on their respective sealed envelopes to avoid any confusion.

| Envelope C: Quotation for the Disposal of items | | |
|---|---|---|
| Disposal of items | Your Reference No: <> /Reply to Quotation on your website | Dated: 30.12.2015 |
| Envelope A/ B | The Principal Bhaskaracharya College of Applied Sciences University of Delhi Sector-2, Phase 1, Dwarka New Delhi- 110075 | Last Date and Time of Receiving the Quotation: 25.01.2016, 11:00 a.m. |
| A: <Technical Bid> OR B: <Financial Bid> | | |
| From: <Vendor Details> | Kind Attn: <Convener Disposal Committee> | |

ANNEXURE 'C'

| List 1 | | Lab equipment and e-waste | |
|---------------------------------------|----|-----------------------------------|----|
| Audio Oscillator | 2 | Electric Beater | 9 |
| Auto clave | 4 | Electrophoresis | 1 |
| Baking Oven | 1 | Elisa | 1 |
| Balance | 8 | Enet Router | 1 |
| Biscuits cutter(AI) | 2 | Floppy Drive | 1 |
| Blood Glucano Meter | 2 | Food Processor | 2 |
| BCD Incubator | 1 | Four Probe Setup | 1 |
| Cake tin (Aluminium) | 3 | Frequency Counter | 2 |
| CD Writer | 1 | Fridge(Deep Fridger) | 2 |
| Computer | 56 | Function Generator | 28 |
| CRO | 31 | Gas stove | 7 |
| CVT(2kVA-1,0.5kVA-12)13 | | Generator (AF) | 2 |
| Deep Freezer | 1 | Gerber Centrifuge | 1 |
| Deionizer | 3 | Hall Effect Set up | 1 |
| Dgital Colony Counter | 1 | Hand Refractometer | 6 |
| Digital Signal pan Electronic balance | 1 | HDD | 1 |
| Digital Chalori meter | 3 | Heating mantle | 16 |
| Distillation Assembly | 1 | Hot plate | 2 |
| DMP Printer | 7 | IC Tester | 3 |
| DSO | 1 | Kadukes | 2 |
| Elec. Colony counter | 1 | Laminar Air Flow | 1 |
| Electric Balance | 2 | Micropipette | 1 |
| | | Microprocessor Kit | 20 |
| | | Microscope | 2 |
| | | Modem | 4 |
| | | OHP | 1 |
| | | Penetro meter | 1 |
| | | Pestle and mortar | 11 |
| | | pH meter | 1 |
| | | Phone | 1 |
| | | Photo copy Machine | 2 |
| | | Photocolorimeter | 2 |
| | | Physical Balance Box | 4 |
| | | Power Supply | 33 |
| | | Printer | 8 |
| | | Scanner | 1 |
| | | Spectrophotometer | 1 |
| | | Steel Plate | 4 |
| | | Steel Spoon | 6 |
| | | Television | 1 |
| | | UPS | 18 |
| | | USB Card | 1 |
| | | Vaccum Pump | 3 |
| | | Vacuum gauge | 1 |
| | | Vortex shaker | 1 |
| | | Water Bath | 6 |
| List 2 | | Wooden and Steel Furniture | |
| Almirah | 5 | Gastetner Machine | 1 |
| Aquaguard | 3 | Inverter with 2 batteries | 1 |
| Caalogue Box | 1 | Newspaper Stand | 2 |
| Chair Wooden with Arm | 1 | Plastics Chairs with Arms | 25 |
| Computer Chair | 1 | R.O. Water Purifier | 3 |
| Emergency Light | 1 | Referigerator 165 ltrs. | 1 |
| | | Revolving Chair | 2 |
| | | Stool (Chair) 18" | 12 |
| | | Vaacum Cleaner | 1 |
| | | Water Cooler | 7 |
| | | Water Meter | 1 |


Dr. BALARAM FANI
Principal

Request For Quotation (RFQ) Limited Tender for Bhaskaracharya College of Applied Sciences
Sector-2, Phase-1, Dwarka, New Delhi-75

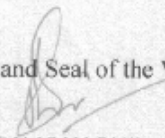
Annexure I

| Technical Bid for Disposal of Items To be submitted in original, signed and stamped | |
|--|---------|
| Name of Vendor | |
| Address and Email id | |
| Mobile Number | |
| Authorised Person details | |
| Vendor's Bank Details | |
| Name of the Bank | |
| Account Number | |
| IFSC code | |
| Branch | |
| Election Voter ID Number | |
| PAN No. | |
| TIN No. | |
| Registration/ License Number issued by MSTC | |
| Terms and conditions mentioned in the tender document as per Annexure A are acceptable. | YES/ NO |
| Bid security of Rs.5000/- submitted through Demand Draft | YES/ NO |
| Demand Draft Details | |
| Self-attested Copy of documents as point 6 attached | YES/ NO |
| I undertake that all E-Waste will be disposed off as per E-Waste management and handing rules of Govt. of India. | YES/NO |

I.....have carefully read the terms & Conditions of the Bid Document, laid down by the Principal. The terms & conditions are acceptable to me and I shall abide by the same till the contract is fully executed. I declare that the information give above is true to the best of my knowledge and belief.

Date & Place

Signature and Seal of the Vendor


Dr. BALARAM PANI
Principal

Request For Quotation (RFQ)/Limited Tender for Bhaskaracharya College of Applied Sciences
(University of Delhi)
Sector-2, Phase-I, Dwarka, New Delhi-75



Annexure II

| Financial Bid for Disposal of Items To be submitted in original, signed and stamped | |
|--|-----|
| Name of Vendor | |
| Address | |
| Registration/ Licence Number issued by MSTC | |
| Service Tax/PAN/TIN No. | |
| Quoted Price for the Lot 1 of Lab Equipment and E-waste Inclusive of ALL | Rs |
| | |
| Quoted Price for the Lot 1 of Wooden and Iron Furniture inclusive of ALL | Rs |
| | |
| I will borne all the Labour/ Duties/ Charges for packing, loading and transport etc. | Yes |

Date & Place

Signature and Seal of the Vendor



Dr. BALARAM PANI
Principal

Bhaskaracharya College of Applied Sciences
(University of Delhi)

Request For Quotation (RFQ)/Limited Tender for Bhaskaracharya College of Applied Sciences, Dwaraka, New Delhi-75
Sector-2, Phase I, Dwaraka, New Delhi-110075

