

RUSA (ASSAM) 2.0
DIBRU COLLEGE::DIBRUGARH

Instruction for Bidders

Eligibility of the bidder

1. The bidder must have Farm Registration / authorised Dealer / Govt. Regd/Supplier certificate dully Signed by authorised Signatory
2. The bidders must have valid GST registration certificate with up to date Return with PAN
3. Income tax Return for last three consecutive years ending in 31.03.2018 has to be furnished.
4. The bidder should have average annual financial turn-over of Rs. 1.0 crore ending in 31st March 2019 dully audited, signed and Stamped by Chartered Accountant.
5. The bidders having 'INDIAN STANDARD ORGANISATION' certificate and 'CENTRAL VIGILANCE COMMISSION' certificate will be preferred.
6. The bidder should have experience of supplying the materials to College/University
7. Bidders must have the financial capability of supplying the items and sufficient credentials shall have to be furnished.
8. **At least two supply orders and work done certificates for last 3 years shall have to be furnished**
9. The bidder should have to furnish BANK CERTIFICATE' so as to prove for good financial standing.
10. The inner and outer envelops shall indicate the name and address of the Bidders to identify the Bid
11. **The Financial Bid must be accompanied by Vendor information which is mandatory**
12. Bids submitted not in the manner prescribed (where provision is made for any matter or value to be ascertained) are liable to be summarily rejected which will be the sole discretion of the Authority
13. All documents must be signed by the bidder

Payment: 100% Payment shall be made after satisfactory completion of the work

Quantity: College reserves the right to vary in quantities at the time of placement of purchase order.

Work site: The successful bidder shall be required to visit the work site and get acquainted with site conditions regarding layout and all other matters.

Bank Guarantee: The successful bidder shall be required to furnish a Bank Guarantee of 5% of the total value which will be refunded after a warranty period of 01 year. The performance guarantee shall be in favour of "Principal, Dibru College, Dibrugarh, ASSAM".

Agreement: The successful bidder shall be required to enter into an agreement with the Principal for providing the comprehensive irrecoverable warranty of 03 years.

Quality: The material to be supplied /installed as per specification shall be tested at the time of delivery. In case of failure in the test, entire material will be rejected and fresh material to be supplied

Tax: Tax to be shown separately and will be deducted at source.

Delivery: Delivery to be within 30 (thirty) days from the date of issue of work order

The sealed envelope containing quotations should be superscripted as:

- (i) Quotation for Lab Equipments etc. (ii) Quotation for Books and Journals (iii) Quotation for Computers etc. (iv) Quotation for Sports items etc.

Submission of Bid

Bids are to be submitted in two Bid form comprising with

- | | |
|--------------------------|--|
| 1) Technical Bid: | a) Documents containing eligibility criteria |
| | b) Other documentation |

2) Financial / Price Bid:

Financial Bid should contain the Price Bid Schedule
Annexure A: Lab Equipments
Annexure B: Books and Journals
Annexure C: Computer Items
Annexure D: Sports Items
Each of the above bid documents is to be sealed.

How to Submit

A single sealed envelope containing the two envelopes (inside)

1. Technical Bid
2. Financial Bid

And shall be addressed to **The Principal, Dibru College, P.O. Boiragimoth, Dist. Dibrugarh, Assam
PIN-786003**

Evaluation will be based on the Technical Proposal. Financial/Price Bid will be considered for only those bidders who are technically qualified

The bid shall be treated as valid for 240 days after the date of Technical and Financial bid opening

The envelopes should be properly scribed "**Quotations for Supply & Installation of Equipments etc. for Dibru College, Dibrugarh, Assam**"

Payment Authority

- i) Principal, Dibru College, Dibrugarh, Assam, PIN - 786003.**
- ii) Payment will be made only through PFMS Mode. No other mode of payment is allowed.**

The undersigned reserves the right to accept or reject any or all the quotations without assigning any reason thereof and is not bound to accept the lowest or any rate.

The decision of the Principal shall be final and binding in all cases.

Date and Time of Opening of Bid: 03.10.2019 at 12-00 Noon in the Office of the Principal

Sd/

Principal, Dibru College
P.O. Boiragimoth, Dist. Dibrugarh
PIN – 786003

