



RAJIV GANDHI INSTITUTE OF PETROLEUM TECHNOLOGY
RATAPUR CHOWK
RAEBARELI - 229001
Website: www.rgipt.ac.in

OPEN TENDER

FOR

SUPPLY & INSTALLATION OF WATER COOLER AND RO SYSTEM FOR FITTED IN WATER COOLER

TENDER NO. RGIPT/RBL/WaterCooler/2016-17/01, Dated: 01.08.2016

IMPORTANT DATES

i)	Last date of receipt of tender	22.08.2016 (Monday)	On or before 03.30 pm
ii)	Opening of Technical Bids	22.08.2016 (Monday)	At 04.30 pm
iii)	Opening of Financial Bid	At later date	

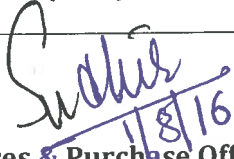

Note: If the opening date is holiday, then the bids will be opened on next working day.

Tenders can be downloaded from www.rgipt.ac.in

For any information, other modifications and/ or corrigendum may kindly visit the above website.

**OPEN TENDER ENQUIRY FOR SUPPLY & INSTALLATION
OF WATER COOLER & RO SYSTEM FOR FITTED IN WATER COOLER
AT
RGIPT, RAE BARELI (IN TWO PART BID SYSTEM)**

Sealed Tenders from reputed Original Equipment Manufacturers/ Authorized Dealers for **PROCUREMENT OF Water Cooler & RO System for fitted in Water Cooler** are invited by the Rajiv Gandhi Institute of Petroleum Technology, Rae Bareli.

Opening of Tender	22.08.2016 (Monday) at 04.30 pm
Place of Opening of Tender	Conference Room, 1st Floor Rajiv Gandhi Institute of Petroleum Technology
Tender No.	RGIPT/RBL/WaterCooler/2016-17/01
Tender Date	01.08.2016 (Monday)
Item Description	Water Cooler & RO System for fitted in Water Cooler
Last date of submission of tender	22.08.2016 (Monday) upto 03.30 pm
Place of Submission	Dispatch Section, Ground Floor, Room No.110 Rajiv Gandhi Institute of Petroleum Technology Ratapur Chowk, Rae Bareli - 229316, Uttar Pradesh
Tender Type	Two Bid System: Tender should be submitted on the schedule to tender and returned with your covering letter in the enclosed form duly signed. Your quotation must be submitted in two envelopes (i) Techno-Commercial Bid and (ii) Financial Bid subscribing on both the envelopes the tender no. and the due date and both these sealed covers are to be put in a bigger cover which should also be sealed and duly subscribed with our Tender No. & Due Date. <i>The Financial bid will be opened only of those firms, who will be found technically qualified after evaluation of their technical bids.</i>
For Technical Clarification	Name: Dr. Amit Ranjan, Chief Warden (Indenter) Dept: Material Science Email: aranjean@rgipt.ac.in Contact: 0535-2704233
Any other Clarification	Stores & Purchase Officer Email: sarora@rgipt.ac.in Contact: 0535-2704202
Other Conditions (apart from General Terms & Conditions)	EMD of Rs.18280.00 (Rupees Eighteen thousand two hundred eighty only) must be enclosed in a separate sealed envelope. <i>Tenders not accompanied with prescribed earnest money deposit (EMD) are liable to be rejected.</i>
Date: 01.08.2016	 Stores & Purchase Officer  Indenter

**INVITING TENDER FOR
SUPPLY & INSTALLATION OF
WATER COOLER & R.O. SYSTEM FOR FITTED IN WATER COOLER
AT
RAJIV GANDHI INSTITUTE OF PETROLEUM TECHNOLOGY**

Sealed tenders are invited for the supply & installation of 04 (Four) units of Water Cooler & 04 (Four) units of R.O. system as per the specifications, terms and conditions mentioned in the tender document. The sealed tender complete in all respect addressed to the "The Director, Rajiv Gandhi Institute of Petroleum Technology, Ratapur Chowk, Raebareli - 229001 " should be submitted **latest by 22.08.2016 (Monday) before 03.30 pm**. The Tender shall be opened in the presence of bidders or their authorized representatives on 22.08.2016 (Monday) at 04.30 pm. The tender document with details of specification, terms and conditions can be downloaded from the Institute website www.rgipt.ac.in.

Rajiv Gandhi Institute of Petroleum Technology, Raebareli reserves the right to cancel or postpone or reject the tender process or reject any bid without assigning any reason.

MOST IMPORTANT:

1. Bidder must submit the Technical & Price Bid for both the items (Water Cooler & RO). If the bidder submits the bid for only one (1) item, then the bid will be rejected. Also, a bid for an integrated RO-cum-Water Cooler system will not be considered.
2. The successful bidder will be responsible for installation and integration of both the items (Water Cooler & RO).
3. Presently the Institute is in transit campus (Feroze Gandhi Campus, Ratapur Chowk, Raebareli - 229001) and in December 2016, the Institute will be shifted to its own campus (At Jais, Uttar Pradesh). You are requested to quote for both the items accordingly for after sale service.


Stores & Purchase Officer


Registrar
Rajiv Gandhi Institute of Petroleum Technology
Raebareli
Raghunath Bhattacharya
Registrar
Rajiv Gandhi Institute of Petroleum Technology
Raebareli - 229316 - U.P., India

Tender Documents

1. Sealed tenders are invited from authorized / Manufacturer for Supply and Installation of Water Cooler & R.O. system at Rajiv Gandhi Institute of Petroleum Technology, Ratapur Chowk, Raebareli – 229001.

2. Tender Process and submission of Tender documents: -

- (i) The bid / tender will consist of two parts – Technical bid and Financial bid. Each of the bids are to be placed in two separate sealed envelopes clearly super-scribing “Technical bid” and “Financial bid” which in turn are to be placed in one sealed cover clearly super-scribing “**Tender for supply and Installation of Water Cooler & R.O. system**”. The name of the Agency/ firm must be mentioned on envelopes. The bid of all parties whose Price Bid is not in a separate sealed cover or the rates quoted by them finds mentioned in their Technical Bid shall be rejected forthwith.

All information sought under “Terms and conditions” and “other information to be supplied” is to be given in Technical Bid while the price quoted by them will be mentioned only in the Financial Bid.

- (ii) The offers / bids received incomplete and / or filed after the due date shall be summarily rejected.
- (iii) **The Technical Bids shall be opened on 22.08.2016 (Monday) at 04.30 pm** in the presence of bidder or their authorized representative with authority letter, if they appear.
- (iv) The financial bids of only those parties shall be opened whose Technical Bids are found to be eligible.
- (v) The Institute reserves the right to withdraw the tender at any stage without assigning any reason./ The Institute reserves the right to accept or reject any or all tenders without assigning any reason. In case of any dispute of any kind and in respect of whatsoever, the decision of the Competent Authority will be final and binding.
- (vi) The **tender documents must be received latest by 22.08.2016 (Monday) before 03.30 pm.** The documents received after due date & time due to any reason even postal delay shall not be accepted.

3. Authenticity of the tender document: -

Every page of tender document alongwith enclosures must be signed by the bidder.

4. Tender Document: -

- (i) The tender documents may also be downloaded from the website www.rgipt.ac.in.

5. Earnest Money: -

- (i) Tender documents must be accompanied with non-interest bearing Earnest Money of **Rs.18280.00 (Rupees Eighteen thousand two hundred eighty only)** only in shape of **Demand Draft in favour of “Rajiv Gandhi Institute of**

- Petroleum Technology” payable at Raebareli** failing which tender will not be considered for opening of Financial Bid.
- (ii) Cheques will not be accepted.
 - (iii) No earnest money will be accepted after the due date and time of submission of tender document.
 - (iv) Earnest money deposited with other Tender will not be adjustable with this Tender.
 - (v) No bank commission or interest will be paid on the Earnest Money.
 - (vi) If a bidder withdraws its offer after opening of Technical Bid or Financial Bid before award of tender to other valid bidder, the earnest money deposited by them will be forfeited.
 - (vii) **The EMD of successful bidder will be converted into performance security and will be refunded after successful completion of 1 Year.**

6. Refund of Earnest Money: -

Earnest money deposited by the unsuccessful bidder will be refunded to bidder at the earliest after finalization of the tender.

7. Rates: -

- (i) Rate / bid / offer must be without any condition, assumption, qualification, reservation or variation. Rate / bid / offer must be mentioned in prescribed proforma in figures and in words in respect of each item separately.
In case of any discrepancy, rates quoted in words will prevail. Conditional tender offer or offer at variance from prescribed specification would be ineligible to compete for the tender.
Prices and price components shall be firm and shall not be subject to any price variation or adjustment on account of any price escalations throughout the execution of the contract.
- (ii) The bidder shall quote their rate inclusive of all taxes and installation charges.
- (iii) The lowest bid will be arrived on the basis of cumulative prices of all the items arrived by multiplying individual unit price with that of the number of items shown in tender documents.

8. Subletting of Contract: -

The successful bidder shall not be allowed to sublet / subcontract the contract to any other contractor.

9. Completion period: -

- (i) Contract has to be completed ***within a period of 8 weeks from date of receipt of order/Award of work.***
- (ii) Liquidated demurrage (LD) will be charged @ of 0.50% per completed week or part thereof for delay subject to maximum of 5% of the value of work order.

10. Prescribed format / Proforma: -

- (i) **Annexure – A** and **Annexure – B** are to be duly filled by the bidder in respect of each item.
- (ii) An affidavit in prescribed proforma i.e. **Annexure – C** regarding non-blacklisting or non-convicting by any court of law is to be duly submitted.

11. Eligibility criteria for bidder: -

- (i) The Manufacturers/ Authorized Dealers should have provided such Water Cooler & R.O system/Executed such orders in IIT's, IISER's, NIT's, Central Universities or similar organizations.
- (ii) The authorized dealer/ franchise / distributor may submit bids on behalf of the Manufacturer alongwith authorization letter issued by the firms/Company/Manufacturers to the bidder, to do so. However, Letter of authorization from the manufacturer/parent company (OEM) to be enclosed.

12. Validity of the offer / bid: -

- (i) The offer / bid of the bidder will be valid for at least for 3 months from the date of opening of Technical bid.

13. Details of tendered items: -

Sl. No.	ITEMS	SPECIFICATION	Required Quantity
01.	Water Cooler for office use	Storage Capacity 80 Litres No of Faucets 2 Nominal Cooling Capacity 40-70 Litres/hr Normal demand: 300 glasses / hr or above Faster cooling, Silent operation, Nationwide service, Stainless Steel body, Stainless Steel tank, Easy controls, Speedy drainage	04
02	R.O system for fitted in water cooler	Suitable for Online purification Particulate Filter Pre Carbon block filter Anti Scalant filter Sediment filter RO Membrane Filter Post Carbon block filter Anti-microbial filter 200-300 ppm for the input water quality of 2000 ppm or better RO+UF+TDS control Purification Capacity: 50 ltr/hr Fully automatic operation with auto-on and auto-off facility Nationwide service, Suitable for office use.	04

MOST IMPORTANT - The Water Cooler & RO should be of any of the following reputed brand -

Water Cooler : Voltas, Bluestar, Aquaguard
RO system for fitted in water cooler : Kent, Aquaguard, Livpure, Purit

The price should be including all taxes, levies or other transportation and installation charges.

14. Terms and conditions: -

- (i) Minimum warranty period of the supplied items would be one year and the same will be effective from the date of handing over to the department.
- (ii) The firm / agency should not be blacklisted from any Central Government / State Government / Central and State undertakings and / or convicted by a Court of Law. An affidavit regarding non-blacklisting of the firm should be attached as proof. In absence of proof the tender/bid will be rejected.
- (iii) In case of any dispute of any kind and in respect of whatsoever arising out of tender/contract, the decision of the Hon'ble Courts at Raebareli will be final and binding.
- (iv) The department has the right to change the quantity of the items in the work order as per actual requirement, which may vary depending upon various factors.

Acceptance of Terms & Conditions

Signature and seal of the bidder:

Annexure – A
(Technical bid for the supply and installation of Water Cooler & R.O. system)

Sl.No.		
1	Name of bidder	
2	Address	
3	Mobile no. of Bidder	
4	PAN No. (enclose self attested copy of proof)	
5	Details of the Earnest Money	
6	Name of the Bank	
	B. D. No. & Date	
	Amount	
7	Whether blacklisted by any Central / state Government or Central / State Government under takings? If blacklisted, indicate details.(submit the affidavit about non-blacklisting in prescribed format-Annexure "C")	
8	Whether convicted any court of law? If convicted, indicate details and enclosed a self attested copy of the court's order. (Submit the affidavit about non-conviction in prescribed format- Annexure "C")	
9	Whether they have provided/executed such Orders for two government offices/PSU in the last 3 years? (If yes attach supporting documents)	
10	Whether they have provided/executed such Orders for two government offices/PSU in the last 3 years? (If yes attach supporting documents)	
11	Whether the bidder is a authorized dealer/ franchise firms/ Company/Manufacturer? (Supporting documents to be attached)	
12	Tenderers should enclose copies of valid registration of VAT, PAN No. and Sales Tax/Service Tax registration.	

Date:

Place:.....

**Name and Signature
of bidder with seal**

Annexure A2 (To be part of Technical Bid)
Details of Item and its Specification to be supplied

Sl. No.	ITEM	SPECIFICATION	Model No
01.	Water Cooler for office use		
02.	R.O system for fitted in water cooler		

Important Note: Rate must not be supplied in technical bid.

It is certified that all the information furnished above is true and correct, that all terms and conditions stipulated in the tender document are acceptable.

Date:

Place:.....

**Name and Signature
of bidder with seal**

Annexure – B
(Financial bid for the supply and installation of Water Cooler & R.O. system)

1. Name of Bidder :
 2. Address :
 3. Telephone / Mobile No. :
 4. Rates :

Sl. No.	ITEMS	REQD. QTY.	Rate
01.	Water Cooler for office use	04 Nos.	
02.	R.O system for fitted in water cooler	04 Nos.	
	Add: Taxes		
	Add: Transportation Charges		
	Add: Installation Charges		
	Add: Any other charges		
	Grand Total (FOR, RGIPT Price)		

Comprehensive AMC Charges for next 3 years

Sl. No.	ITEMS	REQD. QTY.	Rate
01.	Water Cooler for office use	04 Nos.	
02.	R.O system for fitted in water cooler	04 Nos.	

Prices quoted should be inclusive of all taxes, standard installation charges, freight, unit stand etc.

Date:

Place:

Name and Designation
Signature alongwith stamp

Annexure - C
NON-BLACKLISTING DECLARATION

The Notary (Public)
Civil Court,

I..... aged about son of
..... resident of Mohalla/village.....
P.S. Distt..... do hereby solemnly affirm state as
follows:

1. That I am the proprietor of M/s
2. That my Agency / firm / Central or State Government / Central or State government undertakings has been allowed to participate in the tender dated..... of Rajiv Gandhi Institute of Petroleum Technology, Raebareli for the supply and installation of Water Cooler & R.O. system.
3. That, I have neither been convicted nor any cognizance has been taken against by any Court of Law till date.
4. That my Agency / firm / Central or State Government / Central or State government undertakings has not been blacklisted from any Central / State Government Department and Central or State government undertakings.

The above statement is true to the best of knowledge and belief.

Witness/Deponent

1.

Note: This certificate should be executed on duly notarized ₹ 100/- Non Judicial Stamp Paper.