

Govt. of National Capital Territory of Delhi
Ch. Brahm Prakash Government Engineering College
Jaffarpur, New Delhi – 110 073
☎011-25318157, website-gecdelhi.ac.in

F 1(14)/CBPGECJ/classroom projectors/project/2016/1863

Dated : 30-11-2017

E- PROCUREMENT TENDER NOTICE

For Providing the service of installation of 05 projectors with items for classrooms at CBPGECJ

Estimated Cost : **Rs. 40,000/-**
EMD Cost : **Rs. 2000/-**

Important Dates:

Date of release of Tender : **30-11-2017**
Last date & time for submission of Bid : **21-12-2017 at 11:00 A.M.**
Date & time for opening of Technical Bid : **21-12-2017 at 1:00 P.M.**

On line Tenders are invited under Two-Bid system through e-Procurement System from the reputed registered manufacturers of their authorized dealers/agencies or reputed suppliers having capacity to provide services with equipments for installation of Projectors of Ch. Brahm Prakash Government Engineering College, Jaffarpur (CBPGECJ), New Delhi-110073, as per the technical specifications & required quantity (as mentioned in Annexure-I and Annexure-II), and as per Terms & Conditions of the Contract and through E-Tendering procurement process.

(SUNDER BORA)

Purchase Officer

Ch. Brahm Prakash Government Engineering College
Jaffarpur, New Delhi – 110 073

TECHNICAL BIDS FORMAT

S.No.	Name of item	Quantity	Unit
1	Projector Installation	05	nos
2	Power Cable (Kalinga/equivalent)	200	Meter
3	5Amp Power Socket with Box (kalinga/Equivalent)	5	nos
4	VGA Cable 15 Meter (Logic or better)	5	nos
5	HDMI Cable 15 Meter (Logic or better)	5	nos
6	Batton PVC (ISI Standard)	40	nos
7	Projector Mounting Kit (Logic or better)	05	nos

(SUNDER BORA)**Purchase Officer**Ch. Brahm Prakash Government Engineering College
Jaffarpur, New Delhi – 110 073

Financial Bids Format

S.No.	Name of item	Quantity	No. of Units	BASIC RATE In Figures To be entered by the Bidder	TOTAL AMOUNT Without Taxes
1	Projector Installation	05	nos		
2	Power Cable (Kalinga/equivalent)	200	Meter		
3	5Amp Power Socket with Box (kalinga/Equivalent)	5	nos		
4	VGA Cable 15 Meter (Logic or better)	5	nos		
5	HDMI Cable 15 Meter (Logic or better)	5	nos		
6	Batton PVC (ISI Standard)	40	nos		
7	Projector Mounting Kit (Logic or better)	05	nos		

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INFORMATION SUPPORTING CAPACITY / CREDIBILITY

1. The bidder should have Digital Signatures so as to enable him to submit his/her bids online through e-tendering.
2. The bidder should be authorized service provider. He is required to furnish Performance Certificate for the last three years showing turnover of the category of the items for which bid is submitted.
3. The bidder has to produce the proof of Servicing/supplying the similar items in preceding 3 years to the Technical/Teaching/Research Institution of well known high standard e.g. I.I.T/N.I.T/C.S.I.R and other Laboratories etc.
4. The bidder must furnish details of their best/reputed 10-15 customers with full address, telephone number etc.
5. If the bidder is authorized dealer, he/she must furnish details of its organization, stating the number of personnel employed, tie-ups for after sales service facilities.
6. The average annual financial turnover of the bidder during the last three years ending 31st March of the previous financial year should not be less than the estimated cost of the items tendered by the bidder. The bidder must submit proof of the same in the form of Balance Sheet & Trading Account of the firm, duly certified by the CA for the last 3 years i.e. 2014-15, 2015-16 & 2016-17.
7. All the quoted items/equipments should be of standard make.

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**GUIDELINES/PROCEDURE TO BE FOLLOWED IN INTRODUCTION OF
'E'-PROCUREMENT SOLUTION**

1. **Payment Of Cost Of Tender Documents:-** The collection of cost of Tender documents is dispensed away with, as there is no physical supply of tender documents and also to have absolute anonymity of bidder participating in e-procurement solution. The bidders can view/download the tender documents from the <https://govtprocurement.delhi.gov.in>.
2. **Submission Of Bids:-** The bidders who are desirous of participating in 'e'- procurement shall submit their price bids in the standard formats prescribed in the Tender documents, displayed at <https://govtprocurement.delhi.gov.in>. The bidder should upload the scanned copies of all the relevant certificates, documents etc. at <https://govtprocurement.delhi.gov.in> in support of their price bids. The bidder shall sign on all the statements, documents, certificates, uploaded by him, owning responsibility for their correctness/authenticity.
3. **Payment Of Bid Security (Earnest Money Deposit):-** The EMD has been shown in the e-procurement Tender Notice. The EMD shall be in the form of the Demand Draft/Pay order of Nationalized Bank/Fixed Deposit Receipt of a Nationalized Bank issued in favour of DDO, Ch. Brahm Prakash Government Engineering College (CBPGEC), Jaffarpur, New Delhi-110073. Zerox/Photo copy of the DD/PO/FDR is to be scanned and uploaded along with the bid, and the original DD/PO/FDR shall be sent to Ch. Brahm Prakash Government Engineering College, Jaffarpur, New Delhi-110 073, so as to reach before the date of closing of the bids. Failure to furnish the original DD/PO/FDR before the closing of the bid will entail rejection of bid.
4. **Price Bid Opening:-** The Price Bids will be opened online by the concerned officer /officers at the specified date & time and the result will be displayed on the <https://govtprocurement.delhi.gov.in>, which can be seen by all the bidders who participated in the tenders. 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.
5. **Processing Of Tenders:-** The concerned officer/officers will evaluate and process the tenders as done in the conventional tenders and will communicate the decision to the bidder online.
6. **Participation Of Bidders At The Time Of Opening Of Bids:** - Bidders have two options to participate in tendering process at the time of opening of Bids. Bidders can come at the place of opening of bids (electronically) as done in the conventional tender process or he can visualize the process online.
7. **Payment of Performance Guarantee:** The successful bidder shall furnish a FDR of the value of 10% of the cost of the item for a period of 14 months from a Nationalized Bank to ensure the satisfactory performance of the item supplied and if the date of installation exceeds more than one month from the date of supply of the items then the supplier has to extend the time period of the performance security again for a period of 14 months beyond the delayed time. The performance guarantee is to be submitted before receiving

of the supply orders. In case the performance of the item is not found satisfactory, the performance security will be forfeited.

8. **Participation Financial Rules For E-Procurement:-** The e-procurement system would be applicable for purchase of goods, outsourcing of services and execution of work as prescribed in GFRs.
9. **Clarification/Assistance:** -For any query/clarification in respect of Technical aspect of the enquiry, Store Officer, Ch. Brahm Prakash Government Engineering College, Jaffarpur, New Delhi-110 073 may be contacted. For any assistance regarding e-tendering, the intending bidder may contact at Help Desk, Room No.129, Level -1, Delhi Secretariat, I.P. Estate, New Delhi – 011-23392722. Further information can also be seen at <https://govtprocurement.delhi.gov.in>.

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TERMS AND CONDITIONS

1. Procedure for submission of bids: -

- (i) The bidders who are desirous of participating in 'e'- procurement shall submit their Technical and Price bids in the standard formats prescribed in the Tender documents, displayed at <https://govtprocurement.delhi.gov.in>. The bidder should upload the scanned copies of all the relevant certificates, documents etc. in the <https://govtprocurement.delhi.gov.in> in support of their price bids. The bidder shall sign on all the statements, documents, certificates, uploaded by him, owning responsibility for their correctness/authenticity.
- (ii) Tender shall be uploaded as per guidelines indicated for e-procurement solution.
- (iii) The prices must be quoted in Indian Rupee only and it must be inclusive of all type of taxes etc.

2. Technical Specifications / Terms & Conditions: -

- (i) The details technical specifications, quantity required for items covered under each category are mentioned in Annexure-I and Annexure-II.
- (ii) The specification issued with this form of tender must not be altered by the Suppliers.
- (iii) The specification of the item quoted by the firm should conform to the College specifications. 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. The bidder should not mention best quality/good quality/superior quality etc. but give make and brand of the item quoted.
- (iv) Preference will be given to quotation pertaining to indigenous products, However, where suitable substitutes are not available and item need to be imported, the following clarification / information should be given:-
 - a. Whether the item will be imported by the intended tenderer against its own import license or college will have to provide, whether these items can be imported in the name of the institute / college.
 - b. Delivery period including information about mode of dispatch and possible duration (after dispatch) for receipt of item at the port.
 - c. Whether the item required any special preparation for installation. In case yes, full details should be given regarding operation maintenance of the items.
 - d. In case of costly / sophisticated items whether the tenderers will arrange any special training regarding operation / maintenance of the items.
 - e. Nature of assurance for the supply of spares after the warranty period.

3. **Cost of Bidding:-**
- (i) The bidder shall bear all the costs associated with the preparation and submission of its bids through e-tendering system. The Purchaser will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
 - (ii) The bidder is expected to examine all instructions, forms terms & conditions in the Bid documents, failure to furnish all information required by the bid documents or submission of bid not substantially responsive to the documents in every respect will be at the bidder risk and may result in the rejection of its Bid.
4. **Bid Validity: -**
Both technical and financial bids shall remain valid for a period of six months from the date of order for supply of equipment.
5. **Quotation: -**
- (i) The quoted price should be mentioned inclusive of all taxes such as Octri, customs duty, CIF etc, but GST/VAT should be mentioned separately as given in the Price Bid format. The aggregate price quoted along with all taxes should not exceed the M.R.P. of the items.
 - (ii) Revisions of rates are not allowed after the tenders have been opened and rates are valid for a period of six months.
 - (iii) 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.
6. **Earnest Money Deposit (EMD): -**
EMD should be attached with the Technical bid. The EMD shall be in the form of the Demand Draft/Pay Order of Nationalized Bank/Fixed Deposit Receipt of a Nationalized Bank issued in favour of DDO, Ch. Brahm Prakash Government Engineering College, Jaffarpur, New Delhi-110 073. Photo copy of the DD/PO/FDR is to be scanned and uploaded along with the bid, and the original DD/PO/FDR shall be sent to Ch. Brahm Prakash Government Engineering College, Jaffarpur, New Delhi-110 073, so as to reach before the date of closing of the bids. Failure to furnish the original DD/PO/FDR before the closing of the bid will entail rejection of bid. If the tenderer after acceptance of the tender refused to take up the purchase order, his Earnest Money will be forfeited in full. Any tender received without / less Earnest Money deposit shall be summarily rejected.
7. **Delivery Period and its extension: -**
- (i) The minimum delivery period should be clearly mentioned against each item, incase, the items are not readily available; ex-stock offer will be preferred.
 - (ii) The supplies shall have to be made within 03 (Three) weeks from the date of supply order. 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. If the supplier fails to deliver any or all of the goods or to perform the services within delivery period including extension, if any, the purchaser shall be without prejudice to its other remedies under the contract, deduct from the contract price, as a liquidated damages @ 1% per week for undelivered items. Once the maximum deduction of 9% is reached, the purchaser will terminate the contract and forfeit the performance security for undelivered goods.
 - (iii) 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 Performance Security of the firm/ tenderer.

- (iv) In exceptional circumstances, the purchaser may solicit the bidder's consent to an extension of the period of validity of 60 days. The request and the response thereto shall be made in writing. The request and the response thereto shall be made in writing. The validity of Performance Security provided shall also be suitably extended. A bidder may refuse the request without forfeiting its bid security. A bidder granting the extension will not be permitted to modify its bid.
 - (v) If the Contractor / Supplier fails to deliver/install the stores or any installment thereof within the period fixed for such delivery or at any time repudiates the contract before the expiry of such period, Principal, Ch. Brahm Prakash Government Engineering College, Jaffarpur, New Delhi-110 073 may without prejudice to the right of the purchaser may recover damages for breach of the contract.
8. **Insurance of Consignment: -**
Consignment will be insured at the cost of Tenderer/Supplier till satisfactory supply and installation of the equipment, not at the cost of Institute.
9. **Submission of On-line Bid: -**
The Tenderer are required to upload the scanned copies of the following information/documents along with technical/financial bids at <https://govtprocurement.delhi.gov.in>: -
- a. Self attested Copy of GST/VAT/TIN Registration Number.
 - b. Self attested Copy of PAN card.
 - c. Self attested Copy of EMD submitted.
 - d. Annexure 1-A duly filled in and signed by the Tenderer.
 - e. Product Catalogue of respective items quoted, having item's model number, its specifications, complete address of manufacturer etc.
 - f. Specification Comparison Statement (tabular comparison) of required specification and offered specifications.
 - g. Copy of authorization certificate issued by manufacturer of respective item, in case bidder is an authorized dealer.
 - h. Proof of at least 03 supply orders of similar equipments, like name of the equipments, order number, cost and date of supply etc. during the last 03 years i.e 2014-15, 2015-16, 2016-17 to the Technical/Teaching/Research Institution of well known high standard e.g. I.I.T/N.I.T/C.S.I.R and other Laboratories etc.
10. **Submission of Original Documents: -**
The bidder / tenderer are required to submit the following documents, in original, to the Ch. Brahm Prakash Government Engineering College, Jaffarpur, Delhi-73, before the closing of bid:-
- (i) EMD in original.
 - (ii) **Original Printed Product Catalogue** of respective items quoted, having item's model number, its specifications, complete address of manufacturer etc.
11. **Opening of Technical/Financial Bid:-**
- (i) The technical & financial bids of only those bidders will be opened who fulfill the eligibility criteria required and whose documents are found in order, on the date and time earmarked for opening of technical & financial bids.
 - (ii) If any of the date earmarked for opening of technical & financial bids happens to be holiday, the bids will be opened on the very next working day.

- (iii) The bidder's representative, who are present shall sign minutes of bid opening evidencing their attendance.
- (iv) The rates of items found, as per specification of Tender Document of the respective firm will be announced.

12. **Bid Rejection:-**

- (i) The bid will be rejected out rightly in case of non-uploading the scanned copies of any of the following documents at <https://govtprocurement.delhi.gov.in>: -
 - a. Self attested Copy of VAT/TIN Registration Number.
 - b. Self attested Copy of PAN card.
 - c. Self attested Copy of EMD submitted.
 - d. Annexure 1-A duly filled in and signed by the Tenderer.
 - e. Product Catalogue of respective items quoted, having item's model number, its specifications, complete address of manufacturer etc.
 - f. Specification Comparison Statement (tabular comparison) of required specification and offered specifications.
 - g. Copy of authorization certificate issued by manufacturer of respective item, in case bidder is an authorized dealer.
 - h. Proof of at least 03 supply orders of similar equipments, like name of the equipments, order number, cost and date of supply etc. during the last 03 years to the Technical/Teaching/Research Institution of well known high standard e.g. I.I.T/N.I.T/C.S.I.R and other Laboratories etc.
- (ii) The bid will also be rejected out rightly under any one or more of the following cases: -
 - a. Non-submission of original Bid Security (EMD) to the institute/undersigned, before the date of closing of bids.
 - b. Not meeting the technical specifications.
 - c. If the bidder is not found eligible as per requisite criteria.
 - d. If the column found blank and quoted rates are not as per criteria.
 - e. If the Technical and/or Financial Bid is not signed and stamped by the bidder.
 - f. If the prices are quoted other than in Indian Rupee.
 - g. If the bidder found indulging in malpractice of pooling of bid.
 - h. If the bidder provides Conditional/Incomplete quotation.
 - i. Non-production of items for demonstration, if desired.
 - j. Non-production of original documents for verification, if required.
 - k. Non-submission of information in support of Capacity/Credibility.
 - l. Submission of any wrong information.
 - m. **Non-submission of Original Printed Product Catalogue** of respective items quoted, having item's model number, its specifications, complete address of manufacturer etc
- (iii) 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.

13. **Evaluation and Comparison of Bids: -**

- (i) The purchaser's price evaluation of the bid will be as below: -
 - a. Unit rate of item inclusive of Excise Duty / CST / any other tax (**except GST/VAT**), if any.
 - b. GST/VAT will not be taken into account for evaluation purpose.

- (ii) The bidder should quote all the rate on the basis of the delivery at the purchaser site. No extra transportation charges, delivery charges, installation charges will be paid or considered.
 - (iii) The purchaser will evaluate and compare the total bid price for each item, which have been determined to be substantially responsive as per the qualified criteria of bidder.
 - (iv) The Competent Authority of the College does not bind himself to accept the lowest or any tender.
 - (v) If the bidder has quoted longer delivery period than the stipulated as above in item No. '7', an amount of 1% of the quoted price shall be added per week for the period beyond the stipulated period in the quoted price for the purpose of evaluation of tender.
14. **Notification of Contract and Placement of Supply Order:-**
- (i) Prior to the expiration of the period of bids validity, the purchaser will notify the successful bidders in writing that its bid has been accepted.
 - (ii) The notification of award will constitute the formation of the contract.
 - (iii) Upon the successful bidder's furnishing of Performance Security @ 10% of contracted amount performance security will be valid for 02 month even after the completion of contract, the purchaser will promptly notify each unsuccessful bidder and will discharge its EMD.
15. **Inspection: -**
- (i) The inspection of the goods shall be carried out to check whether the goods are in original with the technical specifications attached to the contract.
 - (ii) If the firm fails to supply items as per specifications mentioned in the contract within stipulated time, its performance security will be forfeited.
16. **Change in quantity of equipments: -**
The purchases reserve the right at the time of award of contract to increase or decrease the quantity of goods specified in the schedule of requirement without any change in price or other terms and conditions.
17. **Payment: -**
The payment will be made within 60 days after the successful demonstration/ installation of the projectors.
18. **Cancellation of Tender/Contract: -**
- (i) Demonstration of equipments has to be arranged by the suppliers, if desired by the institute. Non-production of items for demonstration will result in rejection of the tender.
 - (ii) 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.
 - (iii) a. If the supplier fails to execute the supply order by the date;

Specified in the order or within any extension thereof granted by the purchaser;

- b. If the supplier fails to perform any other obligation under the contract;
- c. If the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practice in executing the contract;

The purchaser may, without pre-judice to any other remedy for breach of contract, by written notice, terminate the contract in whole or in part.

19. **Forfeiture of Bid Security:** -

- (i) The bid security will be forfeited, if the bidder withdraws its bid during the period of bid validity.
- (ii) In the case of successful bidder, if the bidder fails to sign the contract or fails to submit the performance security, the bid security will be forfeited.

20. **Forfeiture of performance security:-** If the supplier, having been notified, fails to remedy the defect(s) within a responsible period, the purchaser may forfeit the performance security deposit.

21. **Resolution of Dispute:-**

- (i) The purchaser and the supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the contract.
- (ii) Any dispute is subject to the jurisdiction of the Delhi Courts only.

Note: The shall note down that the documents submitted online shall be considered only for bidding. The Principal/HOD shall have the right to demand the copy/ photocopy of any document which is submitted online through e-procurement website and the photocopy of any document which is not legible or readable. If any contractor fails to provide the requisite information/document within 03 (three) days, the Principal/HOD reserves the right to disqualify the bid.

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(TO BE SUBMITTED ALONG WITH TECHNICAL BID)

TENDER I.D. NUMBER : _____

1. File Reference Number : _____

2. Name & Address of the Firm : _____

3. Telephone Numbers : Office : _____ Residence _____

Mobile No. _____

4. Name(s) of the Partner : (1) _____

(2) _____

5. Whether Manufacturer or : _____
Authorized Dealer in r/o quoted item/s

6. GST Registration No. : _____

7. PAN Card No. : _____

8. Name of items for which quoted : _____

9. Details of EMD Submitted : Amount _____ Dated _____

(DD/Pay Order/FDR) No. _____ Bank _____

10. Whether agree for demonstration at : College Premises / Manufacturer Site /

Site where item already installed

I / we undertake to abide the terms and conditions provided with the tender documents.

Dated: _____

(Signature of Tenderer)

Name in BLOCK Letters: _____

Stamp of the firm

(TO BE SUBMITTED ALONG WITH TECHNICAL BID)

TENDER I.D. NUMBER : _____

TENDER FORM

The Principal,
Ch.Brahm Prakash Government Engineering College,
Jaffarpur, New Delhi-110073.

Sir,

We the undersigned (herein after called as Contractor/Vendors/Suppliers) hereby offer to execute supply of items and services as per specification against which we have quoted over rates and for which this tender may be accepted at the rates stated there in and subject to the terms & conditions set forth for such items as may be ordered by the Principal, Ch. Brahm Prakash Government Engineering College, Jaffarpur, New Delhi-110 073, or officer acting on his/her behalf.

Date this _____ Day of _____

Signature of Contractor _____

Address _____
