



UNIVERSITY OF GOUR BANGA

[Established under the West Bengal Act. XXVI of 2007 and Recognized U/S 2(f) & 12(B) of the UGC Act]

Office of the Registrar

★ Phone: 03512-223664 ★ URL: www.ugb.ac.in ★ Email: deputyregistrar@ugb.ac.in

P.O.: Mokdumpur, Dist.: Malda, Pin – 732 103, West Bengal, India

Ref. No.: 317/UGB/DR-24

Date: 21.08.2024

NOTICE INVITING QUOTATION

NIQ No.: 317/UGB/DR-24, Dated: 21.08.2024

Name of the Work: - ‘Supply and Installation of the following Appliance required for the Department of Science and Technology and Biotechnology (WB-DST BT) Project, Dept. of Botany of the University of Gour Banga, Malda, West Bengal, India’

Sealed Quotations are invited from bonafide persons/suppliers having valid Trade License/ Registration Certificate of incorporation/ Deed of partnership to quote their rate (in sealed envelope) for the “Supply and Installation of the following Appliance required for the Department of Science and Technology and Biotechnology (WB-DST BT) Project, Dept. of Botany, UGB”.

The details of the equipment to be supplied and installed are given in the table below.

Sl. No.	Name of the Work	Quantity	Specifications	Specific Terms and Conditions	Rates to Quoted
1	Supply and Installation of 1.5-ton Inverter Split Air Conditioners, WB-DST BT Project, Dept. of Botany, UGB	1 Unit	<ul style="list-style-type: none"> 1.5-ton Inverter Split Air Conditioners [1.5 TR, 3 Star Energy Rating; Remote Control enabled; with Key Features: ice Clean Frost Wash Technology, Xpandable+, Long air throw, Hexa Sensor, 100% Inner Grooved Copper Tube Super Slit Fins, Green Refrigerant, Xpanded Voltage Surge Protection Anti-Corrosive Coating] 	<ol style="list-style-type: none"> The Original Equipment Manufacturer (OEM) must have service support office in West Bengal for providing onsite service at University of Gour Banga, Malda during the warranty period. The OEM must submit valid documentary proofs in this regard (e.g. valid trade license in West Bengal, valid GST registration certificate in West Bengal) along with the bid. The bidder should not be blacklisted, banned, or debarred from GEM or any other Govt./PSU organization in the last three years. 	
NB: Price shall be quoted in Indian Rupees (INR) inclusive of all taxes, installation & delivery Charges.					

Date & Time Schedule:

Sl. No.	Particulars	Date
1	Date of uploading of N.I.Q. Tender Documents (UGB Website) (www.ugb.ac.in)	21.08.2024
2	The start date for Submission of tender paper	22.08.2024
2	The date and time of Closing of tender paper	29.08.2024 by 05:00 PM
3	Date of opening of tender paper	30.08.2024 at 03:00 PM

NOTE: Any complain / grievance will have to submit in writing only before the date & time of opening of tender / tenders. No complain / grievance will be entertained after opening of this / these tenders.

TERMS&CONDITIONS

1. Intending bidders have to download the tender document from the UGB (www.ugb.ac.in) website directly
2. **The quoted price should not exceed the MRP of the product.**
3. Payments will be made on account pay in cheque on the basis of on finished work.
4. Taxes shall be deducted as per Govt. norms.
5. The sealed quotations are to be submitted along with valid Trade License/ Certificate of Registration of incorporation/ Deed of partnership, PAN, GST Registration Certificate, Income Tax Return. Balance sheet and P&L Accounts for last two years, credential etc. at the office of the Convener, Tender and Purchase Committee mentioned above from 11 a.m. to 5 p.m.
6. Documents like PAN, GST and Trade License are to be submitted with the tender paper.
7. Validity of the quotation will be one year from the closing date of the enquiry.
The University of Gour Banga reserves the right to amend or cancel the scope of the work as well as to modify the terms and conditions of the tender.
8. The number of items may increase or decrease by the demand/decision of the authority of University.
9. Damage to goods or any other loss due to accident etc. during transit shall be the Responsibility of the supplier.
10. Suppliers must have credential with the specific items otherwise submitted quotation will be rejected.
11. Time of delivery shall be reckoned before 21 days from the date of receipt of work order.
12. Warranty period will be considered as provided by the manufacturer.
13. Price shall be quoted in Indian Rupees (INR) inclusive of all taxes, installation & delivery Charges.
14. Tools and tackles for any installation work as required shall have to be arranged by the agency at their own cost.
15. Agency shall maintain & comply with all standard/relevant safety norms and measures at their own cost during installation of such equipment.
16. Recommendation of payment will be done only after successful delivery & installation of the equipment/materials.
17. University authority has the liberty to take administrative/legal steps as deem fit against the successful bidder at their discretion if the warranty/guarantee/services are not provided properly and in time by the agency/service provider. For any discrepancies, decision taken by the University of Gour Banga is final and binding. In all cases of disputes, the decision of the University Authority shall be final & binding on you and Calcutta High Court is the jurisdiction as per GBU Acts.
18. No Conditional/Incomplete Tender will be accepted under any circumstances.
19. During scrutiny in the Technical Bid, if it is come to the notice to the tender inviting authority that the credential or any other papers found incorrect/manufactured/ fabricated, then the tenderer/bidder will not be allowed to participate in the tender and that application will be rejected without any prejudice.

20. Before issuance of the work order, the tender inviting authority may verify the credential & other documents of the lowest tenderer if found necessary. After verification, if it is found that such documents submitted by the lowest tenderer is either manufacture or false, in that case, work order will not be issued in favour of the tenderer under any circumstances and the earnest money will be forfeited duly without any prejudice.
21. For a particular work, in 2nd Call, Bonafide outsider Bidders may be allowed to participate along with other categories if that tender in 1st call cannot be finalized due to shortage of successful bidders.
22. At the time of opening the tender, the bidders may attend and for any further enquiry please contact at the office of **The Convener, Tender & Purchase Committee, office of the Deputy Registrar (Addl. Charge),UGB, Malda**
23. Tender paper should be addressed to: **The Convener, Tender and Purchase Committee, office of the Deputy Registrar (Addl. Charge), University of Gour Banga, Malda-732103, W.B, India.**



**Deputy Registrar (Addl. Charge)
& Convener, Tender and Purchase Committee
University of Gour Banga
DEPUTY REGISTRAR (A/c)
UNIVERSITY OF GOUR BANGA**

Copy forwarded for information to:

1. The Hon'ble Vice-Chancellor, University of Gour Banga.
2. The Registrar (Addl. Charge), University of Gour Banga.
3. The Finance Officer, University of Gour Banga.
4. Members (all) of the Tender & Purchase Committee.
5. Notice Board.
6. The University Website (www.ugb.ac.in).
7. Office File.