

GANGADHAR MEHER UNIVERSITY, SAMBALPUR

Limited Tender Enquiry Notice

No. 2997 /Date: 19/07/24

Quotations in sealed cover from reputed firms are invited by the office of the undersigned for supply of furniture as mentioned through speed post/Courier only. Quotations received after due date and time will not be taken into consideration. The quotations will be opened at 04.30pm on 31/07/2024 in presence of the Members of the Purchase Committee and the quotationers or their authorized representatives if any present at that time. The undersigned reserves the right to reject any/all quotations without assigning any reason thereof. For details please visit the university website www.gmuniversity.ac.in

Shubh
REGISTRAR *gtohy*

Memo No. 2998 /Date: 19/7/24
Copy to website www.gmuniversity.ac.in/ for wide circulation.

Shubh
REGISTRAR *gtohy*

Memo No. 2999 /Date: 19/7/24
Copy to PA to VC/PA to Registrar/Dy. Registrar/COF/Purchase officer/Accountant/
/University website www.gmuniversity.ac.in for wide circulation.

Shubh
REGISTRAR *gtohy*

Limited Tender Notice

G. M. UNIVERSITY, AMRUTA VIHAR, SAMBALPUR

Sealed tenders are invited from reputed registered firms/ manufacturers/ authorized dealers for supplying of furniture.

The details, tender form, format of agreements etc., can be downloaded from university website www.gmuniversity.ac.in . Completed tenders should be submitted along with tender paper fee Rs. 500/- (Five hundred) in form of DD (Non-Refundable) payable to Comptroller of Finance, Gangadhar Meher University, Sambalpur

The bids for the furniture mentioned below should be submitted to "The Registrar, G.M. University, Amruta Vihar, Sambalpur-768004, Odisha" through speed post before the last date.

ANY CHANGES TO THIS TENDER CALL NOTICE WILL ONLY BE NOTIFIED IN THE UNIVERSITY WEBSITE.

The mode of procurement unless otherwise specifically stated shall follow OGFR, 2023 and HED, Govt. of Odisha Guidelines.

1. Last date and time for the receipt of completed tenders (Technical & Financial Bid): 31/07/2024 at 03.00pm.
2. Date and time of opening of Technical Bids of two-bid system: 31/07/2024 at 04.30 pm.
3. Venue: **Office of the Registrar G.M. University, Amruta Vihar, Sambalpur-768004**
4. Technically qualified tenders alone will be considered for financial bid.
5. Date and time of opening of the Financial Bid: 31/07/2024 at 05.00 pm.



CHECK LIST (TO BE FILLED COMPLETELY & PLACED ALONGWITH TECHNICAL BID)

S. No.	Points to be verified	Yes/No
1	Tender Application fee	
2	Photocopy of PAN card	
3	GST registration certificate	
4	Authorization certificate	

ELIGIBILITY CRITERIA AND GENERAL TERMS AND CONDITIONS

1. GENERAL TERMS & CONDITIONS:

- i) The tender should be submitted in prescribed form downloaded from the university website www.gmuniversity.ac.in The cost of tender forms will not be refunded under any circumstances.
- ii) The tenders for equipment should be submitted in the form of two-bid system.
 - a. Technical bid consisting of tender cost, authorization letter etc., along with terms & conditions.
 - b. Financial bid indicating the item wise prices for the items mentioned in the Technical bid sealed separately.

Both the bids should mandatorily be in two separate sealed envelopes. Financial bids of technically acceptable offers alone would be considered for further evaluation and scrutiny. These two envelopes should be kept in a third sealed envelope and submitted to the office. **Failure to comply with these conditions shall lead to non-consideration of the bid.**

- iii) The sealed cover containing the tender of TWO-BID SYSTEM should be superscripted "Tender No..... TENDER FOR SUPPLY OF" " as indicated above and should be addressed to the Registrar, G.M University, Amruta Vihar , Sambalpur-768004, Odisha.
- iv) The vendor must authorized distributor of Godrej Furniture and must be authorized to participate in this bid.
- v) If the last date of submission of tenders is declared holiday in G. M. University, Sambalpur, the date of submission and tender opening will be next working day.
- vi) The cost of the item, tax and other charges should be separately stated.
- vii) Validity of the tender should be for a period of one year. Period of firmness of the quoted prices should be clearly stated in the offer.
- viii) **The Registrar of G.M. University reserves the right to accept/reject any or all tenders, at any time without assigning any reason thereof.**

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- ix) Quoting merely the lowest price does not confer any right to any bidder for award of supply order. The University level Purchase Committee/ competent authority, reserves the right to select any bid under the grounds of specification compliance, technologically advanced quality, proven performance track record, brand reputation, service backup support, additional warranty, offer of additional / special features, compatibility with the existing system, training, buyback offers etc.
- x) The Technical committee and Purchase committee has the full right to evaluate, segregate, rank the responsive bids and select the successful bidder for placement of the contract. Any decision by the Technical committee and Purchase committee in this regard will be final. No legally enforceable right is vested in the quoted party merely because it was ostensibly the lowest bidder.

xi) **DELIVERY, INSTALLATION AND WORK COMPLETION**

The delivery, installation of furniture/materials and final commissioning shall be made within stipulated time period as given in the supply/work award letter. Otherwise, it will attract penalty.

- xii) The Delivery Schedule, Payment Terms & Warranty/Guarantee etc. must be clearly indicated in the Technical Bid. The charges for extended warranty and/or Annual Maintenance Contract after the expiry of offered warranty period should also be specified in the Financial Bid.

- xiii) **PAYMENT:** Proforma Invoice of the manufacturer should be enclosed along with complete terms & conditions. The payment terms FOR destination are 100% on receipt and acceptance of goods by the University and on production of all the required documents by the bidder. However, in exceptional conditions from case to case University will adopt appropriate stand for mode of payment.



**CERTIFICATE FROM THE VENDOR STATING THAT THE COMPANY HAS NOT BEEN BLACKLISTED
BY ANY GOVERNMENT ORGANISATION**

To:

The Registrar
G.M. University, Amruta Vihar
Sambalpur, Odisha

Dear Sir,

This is to certify that M/s _____ has not been
blacklistedby any Government Organization at
the time of submission of the tender document or before.

Yours faithfully,

Authorized Signatories
(Name & Designation)

Date:

For and on behalf of M/s _____



PRICE BID FORM

To;

The Registrar
Gangadhar Meher University
Amruta Vihar, Sambalpur
Pin-768004

Dear Sir,

1. I/We submitted the bid for Tender No.....
Dated..... for "Supply of furniture" at Gangadhar Meher University,
Sambalpur, Odisha-768004.
2. I/We thoroughly examined and understood instructions to tenders, scope of work,
terms & conditions of contract given in the tender document and those
contained appendix of Terms & Conditions of contract and agree to abide by them.

I/We hereby offer to supply of Equipment at the following rates. I/We undertake that
I/We are not entitled to claim any enhancement of rates on any account during the
tenure of the contract.

Description of item: -

Sl. No	Name of item	Qty. in Unit	Unit Price in Rs.	Discount (If any)	Excise Duty/ Custom Duty (If any)	GST	Total Price in Rs.

Delivery Mode: Delivery at Gangadhar Meher University, Sambalpur, Odisha-768004 at site only.

Total bid price should be inclusive of all taxes and levies, transport, loading, unloading etc.

Warranty Period:

Delivery Period: days

Sign of the Bidder

Date:

Name of the Bidder:-

Name of the Firm

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