

**OFFICE OF THE REGISTRAR :: DIBRUGARH UNIVERSITY  
DIBRUGARH :: ASSAM  
PIN: 786 004**



**BID DOCUMENT**

**FOR**

**NAME OF THE WORK:** Supply, installation and commissioning of Automatic Iron Removal Plant with UF/IRF/UV System and Cooler at Dibrugarh University.

**TENDER No: DU/NIT-2022/File-V/119 dated 01.06.2022**

# CUT-OUT SLIP

**NAME OF THE WORK:** Supply, installation and commissioning of Automatic Iron Removal Plant with UF/IRF/UV System and Water Cooler at Dibrugarh University.

**TENDER No: DU/NIT-2022/File-V/119 dated 01.06.2022**

SUBMISSION DUE DATE & TIME :21.06.2022 up-to 11.00 A.M.

**FROM:**

NAME:  
ADDRESS

**TO:**

THE REGISTRAR  
DIBRUGARH UNIVERSITY  
DIBRUGARH, ASSAM

(To be pasted on the outer envelope containing “Technical”& “Commercial” bids



## **OFFICE OF THE REGISTRAR :: DIBRUGARH UNIVERSITY :: DIBRUGARH**

No. DU/NIT-2022/File-V/119

Date:01.06.2022

### **TENDER NOTICE**

Sealed Tenders are invited from reputed manufactures/authorized dealers for **Supply, installation and commissioning of Automatic Iron Removal Plant with UF/IRF/UV System and Cooler at Dibrugarh University**. Detailed specification of the item(s), terms & conditions *etc.* are given at Part-B. Last date of submission of Tender with all relevant papers is **21.06.2022 up-to 11:00 A.M.** and the same should reach the Office of the Registrar, Dibrugarh University, Dibrugarh, Assam before the last submission date.

Availability of Bid papers	From 01.06.2022
Last date for receipt of Bid	21.06.2022 upto 11:00 A.M.
Time & Date of opening of Bid	21.06.2022 at 02:30 P.M.
Place of opening of Bid	Office of the Registrar, DU
Cost of Tender Document	2000/- Non refundable
EMD	1,00,000/- (INR)

The tender should be submitted in two separate sealed envelopes *i.e.* **Part - I TECHNICAL BID** and **Part – II FINANCIAL BID**. The Technical Bid shall be opened on above mentioned date and time and the Financial Bid of only those bidders who qualify in Technical Bid shall be opened on the same date or at a later date which shall be intimated to the tenderer whose Technical Bid are found to be valid. Dibrugarh University reserves all the rights to reject any or all the tenders without assigning any reason thereof.

Sd/-  
**Registrar**  
Dibrugarh University

**Copy to:**

1. The Deputy Registrar (F&A) i/c, D.U. for information.
2. The Programmer, D.U., with a request to upload the NIT at D.U. website.
3. Office File

Sd/-  
**Registrar**  
Dibrugarh University

## PART A - TERMS AND CONDITIONS

### GENERAL INFORMATION

The tender bids duly complete in all respects, along with the necessary documents should be submitted to the Registrar, Dibrugarh University, Assam. The Technical Bids so received, shall be opened on **21.06.2022 at 02:30 P.M.** at the Office of the Registrar, Dibrugarh University in the presence of the representatives of the bidders. The Financial Bids of the Tenderers shall be opened on the same date or at a later date to be intimated to the Tenderers whose Technical Bids are found to be valid. Right to reject any or all Tenders, without assigning any reason thereof is reserved by Dibrugarh University.

### Terms and Conditions of Supply:

1. All the manufacturers/ authorized dealers should also give a brief profile about their company and the facilities available with them of the quoted items. Their turnover and important firms/ Government Institutes/ P.S.U.s etc. to which they are supplying quoted items, should also be mentioned.
2. The last date and time for the submission of the bids is **21.06.2022 up-to 11:00 A.M.**
3. Dealer shall submit the following documents along with their quotations:
  - i) VAT/TIN/GST Registration No.
  - ii) Technical specifications offered by the Supplier.
  - iii) The bidder must submit a detailed compliance statement clearly mentioning compliance with the specifications mentioned in the NIT document and deviation if any.
  - iv) Technical literature regarding the offered products including pictures/ sketch/ diagrams/ leaflets etc.
4. The rates should be mentioned in the **FINANCIAL BID** attached with the Tender Document as **ANNEXURE-II**. Each page of the tender shall be signed in full and stamped with the seal by the dealer. The dealer must clearly state in what capacity he/she is signing the Tender.
5. The dealer shall submit the tender in 02 (two) envelopes. The first envelope (Technical Bid) shall contain all the following documents and be sealed.
  - Filled in Format Technical Specifications/Literature
  - Valid copy of Trade License,
  - PAN Card,
  - Registration certificate of GST,
  - Dealership/Manufacturing/Small Scale Industry (SSI) Certificate (if any)
  - Documents as proof of having the Average Annual Turnover of Rs. 1,00,00,000/- (Rupees One Crore) during the preceding at least 03 (three) years ending with 31st March, 2019/2020/2021.
  - Whether affidavit of Rs. 100.00 has been submitted by the vendor/firm stating that the firm has not been blacklisted by any Govt./Institution/Deptt.
  - The cost of tender of Rs. 2,000/- (Rupees Two Thousand) only which is non-refundable, along with the Earnest Money of Rs. 1,00,000/- (Rupees One lakh) only in the form of Demand Draft/Bankers Cheque in favour of the Registrar, Dibrugarh University, Assam payable at Dibrugarh University.
6. **Earnest Money Deposit:** The bidder shall be required to submit an amount of Rs. 1,00,000/- (Rupees One Lakh Only) as Earnest Money Deposit (EMD) by way of demand draft only. The demand draft shall be drawn in favour of "**Registrar, Dibrugarh University**". The EMD of the successful bidder shall be returned after the successful submission of Bank Guarantee/Security Deposit and for unsuccessful bidder(s) it would be returned after award of the contract Bid(s) received without demand draft of EMD will be summarily rejected.
  - (a) Tenderer shall not be permitted to withdraw his/her offer or modify the terms and conditions thereof. In case the tenderer fails to observe and comply with stipulation made herein or backs out after quoting the rates, the aforesaid amount of Earnest Money will be forfeited.

- (b) The Firm(s) who are registered with MSME, National Small Industries Corporation (NSIC) /OR Small Scale Industries (SSI) are exempted to submit the EMD. However, a copy of registration must be provided along with Technical Bid.
- (c) The EMD, in case of unsuccessful Bidders shall be retained by Dibrugarh University until the finalization of the tender. No interest will be payable by Dibrugarh University on the EMD.
7. **Tender Fee:** A Non-refundable tender fee amount of **Rs. 2,000/- (Rupees Two Thousand only)** by way of demand draft only. The demand draft shall be drawn in favour of “**Registrar, Dibrugarh University**”. The demand draft for tender fee must be enclosed in the envelope containing the Technical Bid. The Bid without tender fee will be summarily rejected.
  8. **Rate :**Rate should be quoted in Indian Rupees (INR) on DOOR Delivery Basis at Dibrugarh University Inclusive of all the Charges, with break-ups as:
    - Basic Cost.
    - GST.
    - Total Cost (F.O.R.at Dibrugarh University).
  9. **Taxes :** Any taxes, if to be charged extra, should be clearly mentioned otherwise no taxes/charges will be paid at time of the release of the payment.
  10. **Quality of goods:** The selected firm should deliver item (s)/good(s) as per the specification mentioned in **Part-B**. Products/goods which do not comply with the mentioned specification would not be accepted or completely rejected. The firm will be entirely responsible for ensuring quality of the supplied goods/materials. The supplier should replace the rejected/ damaged stores within 10 (ten) days, failing which penalty will be imposed by the University. If the supplier fails to replace the rejected/damaged parts/items then University reserves the right to opt for a new supplier.
  11. Payment would be released only after inspection of the successful installation of the product/item delivered by an Officer/ Committee as authorized by the University authority.
  12. **Validity:** The quoted rates must be valid for a period for 180 days from the date of closing of the tender. The overall offer for the assignment and bidder(s) quoted price shall remain unchanged during the period of validity. If the bidder quoted the validity shorter than the required period, the same will be treated as unresponsive and it will be rejected.
  13. In case the tenderer withdraws, modifies or change his/her offer during the validity period, bid is liable to be rejected and the Earnest Money Deposit shall be forfeited without assigning any reason thereof. The tenderer should also be ready to extend the validity, if required, without changing any terms & conditions etc. of their original tender.
  14. **Warranty / Guarantee:** The bidder must quote for 03 (three) years comprehensive warranty (Including all Spares, Accessories and Labour) from the date of completion of the satisfactory installation and 01 (one) year free service should be provided by the supplier.
  15. As water remains the top most essential need, the supplier should ensure that they act within 24 hours from the date of complaint or send service personnel to the site for repairing regarding any service to Water Purifier and Cooler.
  16. **Delivery & Installation:** All the goods ordered shall be delivered & installed within 15 (fifteen) days from the date of issuing purchase order. All the aspects of safe delivery & installation shall be the exclusive responsibility of the supplier.
  17. If the supplier fails to deliver & install the goods as per the mentioned stipulated date, then a penalty at the rate of 2% per week of the total order value shall be levied subject to maximum of 10% of the total order value.
  18. The EMD can be forfeited by order of this University in the event of any breach or negligence or non-observance of any condition of contract or for unsatisfactory performance or non-observance of any condition of the contract.
  19. The items will have to be supplied at Dibrugarh University. No transportation/cartage charges will be provided for the same.

20. The Technical Documents shall be opened, at **02:30 P.M. on 21.06.2022** or on the next working day if the offices of the University remain closed due to any reason
21. Technical specifications of the instruments/equipments are given in **Annexure-I** to these papers (**Part-B**). No articles/materials which do not conform to the specifications laid down in the terms and conditions or damaged in transit shall be accepted.
22. If the supplier fails to deliver the article as per the delivery schedule, the University shall be free to procure the balance/undelivered supply, at the risk and cost of the supplier, from other such suppliers.
23. The goods, articles, materials supplied by the supplier shall be accepted after inspection only by an officer/Committee authorized by the competent authority.
24. The bills of the suppliers shall be paid by the University after all the materials/articles/equipments have been received and installed, inspected as above.
25. Vendor must submit Compliance statement in tabular form comparing each specification of the quoted item with that given in the Tender Document Part - B.
26. The tendering firm must provide proof of documents for executing similar works earlier.
27. Whether original equipment manufacturer (OEM) or Authorized Distributor/ Dealer a letter or a valid certificate of authorization of manufacturer shall be enclosed.
28. Copy of product literature and catalogue, testing report, BEE rating, ISO *etc.*
29. The quantity as mentioned at Part-B (Specifications) may be increased or decreased at the time of placing Order as per requirement.
30. Tenderers are advised to study all technical and commercial aspects, instructions, forms, terms and specifications carefully in the tender document. Failure to furnish all information required in the Tender Document or submission of a bid not substantially responsive to the Tender document in every respect will be at the tenderer's risk and may result in the rejection of the bid.
31. This tender document is not transferable.
32. Breach of Terms and Conditions: In case of breach of any terms and conditions as mentioned above, the Competent Authority, will have the right to reject the bid at any stage without assigning any reason thereof and nothing will be payable by Dibrugarh University in that event the EMD shall also stands forfeited.
33. The Supplier should have an office or establishment within Assam. Proof of the same should be provided with the Technical Bid.

**Note:**

- (a) Tenderers are advised to read carefully the Terms and Conditions of supply before recording the rates in this Schedule.
- (b) No erasures or overwriting shall be allowed, unless they are authenticated under the full signature and the seal of the tenderer.
- (c) The University reserves the right to:
  - (i) Accept/reject any/all tenders without assigning any reason thereof.
  - (ii) Revise the quantities at the time of placing the order without change in the rate quoted by the bidder.
  - (iii) Add/modify/relax or waive any of the conditions stipulated in the tender document whenever deemed necessary.
  - (iv) Award the contract to one or more tenderers for the items covered by the tender.
  - (v) Revoke the tender without assigning any reason thereof.

**Signature of the Tenderer**  
**Seal of the Firm**

**Part – B**

**ANNEXURE-I**

**Specification for Automatic Iron removal plant with UF/IRF/UV system and Cooler (Preferred Brand: USHA, VOLTAS, KENT, BLUE STAR or Equivalent)**

Sl. No.	Specifications	Quantity
1	<b>Iron removal unit to handle</b> <ul style="list-style-type: none"><li>• Iron up-to 10 ppm</li><li>• Filter media shall be CSIR certified</li><li>• Fully automatic back wash system</li><li>• Automatic level monitoring provision</li><li>• ISO certification</li></ul>	18 nos.
1.2	<b>Ultra filtration unit:</b> <ul style="list-style-type: none"><li>• Capacity 300 LPH/600 LPH</li><li>• Automatic back wash maintenance for UF (optional)</li><li>• Maintaining TDS level between 50 to 80</li></ul>	
1.3	<b>Ultra Violet Treatment</b> <ul style="list-style-type: none"><li>• Flow based on 98% UV transmission</li><li>• 30,000 uW/CM square UV dose</li><li>• Flow capacity 110/250/500/1000 LPH</li><li>• Power 21/27/32 watt</li><li>• Dimension: 360 X 78 X 70 mm and above</li></ul>	
1.4	<b>DISPENSING MECHANISM:</b> <ul style="list-style-type: none"><li>• Stainless Steel storage tank capacity 20 to 50 liters along with touch less dispensing provision (optional)</li></ul>	
2	<b>Water Cooler:</b> <p>The storage capacity should be of 400 litres or more. The number of faucet of the product should be 4. The Front Top, Front Bottom, Side, Rear, Top Lid and Mask of the Water Cooler should be made of Stainless Steel. The Faucet Material should be Brass (Chrome Plated), and the Chiller Tank and Drip Tray should be Stainless Steel (SS 304). The compressor should be Rotary/Reciprocating. Its condensing Tube should be Grooved Copper. The Power Supply (Voltage) should be 230V, 50Hz, 1 Phase AC.</p>	18 nos.

- NB: The quantity as mentioned at Part-B (Specifications) may be increased or decreased at the time of placing Order as per requirement.

Signature: .....

Date.....

Name :.....

Address :.....

.....

.....

.....

Mobile No.....

**ANNEXURE-II**

To

The Registrar  
Dibrugarh University  
Dibrugarh

Ref: NIT no. ....dated.....

Sub: Financial Bid

Sir,

In reference to the NIT cited above, the undersigned would like to submit the Financial Bid as per the unit price, taxes, quantity *etc.*

Item No.	DESCRIPTION OF GOODS WITH DETAILS OF SPECIFICATIONS	Qty.	Per Unit Price (INR)	GST	Total Amount
1					
2					

**\* Kindly note that the price should be quoted inclusive of GST.**

**\* The actual price and GST should be shown separately.**

This is for your kind perusal and acceptance please.

Signature

Seal

Date:

Place:



## COMPLIANCE SHEET

Sl. No.	CHECKLIST	COMPLIANCE (Whether submitted yes/no)
1.	Earnest money Deposit	
2.	Cost of the document	
3.	Photocopy of GST & PAN	
4.	Valid copy of Trade License,	
5.	Whether exempted from EMD (please provide proof)	
6.	Annual Turnover during last 3 years – minimum Rs. 1 crore.	
7.	Whether affidavit of Rs. 100.00 has been submitted by the vendor/firm stating that the firm has not been blacklisted by any govt./institution/Deptt	
8.	Valid authorization letter from the OEM with reference to the specific Dibrugarh University tender	
9.	Contact details of the supplier/service personnel provided.	
10.	ANNEXURE-I duly signed and sealed submitted	
11.	Two bid system, Technical and Commercial bids for each item in separate and sealed covers	
12.	Tender validity for 6 (six) months) from the date of opening of the tender	
13.	Undertaking that the Tenderer will provide AMC and also after sale service, service & operation Manual (Hard & Soft Copy) extension boards and spare parts for the equipment in India for a minimum period of 5 (five) years.	
14.	Warranty period documents stating 3-year comprehensive warranty + 1 year free service.	
15.	Detailed technical literature, specifications, <i>etc.</i>	
16.	Submit list of similar supplies or projects undertaken	
17.	Proof of office or establishment in Assam	

Signature

Seal

Date:

Place: