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# Ghani Khan Choudhury Institute of Engineering & Technology

(Centrally funded Institute and Established by Ministry of H.R.D., Govt. of India.)

Office: GKCIET, Vill & Post: Kotwali, Dist: Malda, Pin- 732144, West Bengal

**BID REFERENCE: GKCIET/367**

date:22/07/2015

To

\_\_\_\_\_  
\_\_\_\_\_

Dear Sir,

**SUB** : Invitation for quotations for supply and installation of Instruments/ Equipment for Department of Civil Engineering as specified in **annexure-II**.

1. You are invited to submit your most competitive quotation for the listed items of instruments/equipment as per **Annexure-II**. **For each item, please quote separately in separate envelope superscripted with ITEM Name**. Price bid form as per Annexure-I must be filled with complete numerical values. Please note that each item will include sub-items. **No separate quotations are required for sub-items**.
2. Each bidder shall submit **only one quotation for each item**. Manufacturer/authorized dealers of reputed brands of high technical quality with adequate after-sales support facilities are eligible to apply. The bidder must have supplied similar good to reputed organization to their full satisfaction and furnish a list of the same.
3. **Bid Price (Annexure-I)**
  - a) The contract shall be for the full quantity as described above. Corrections, if any, shall be made by crossing out, initialling, dating and re writing.
  - b) All duties, taxes and other levies payable by the contractor under the contract shall be included in the total price **F.O.R. GKCIET, Malda**.
  - c) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
  - d) The bid price must be quoted in **Indian Rupees**.
4. **The bid submitted by the bidder must comprise the following:**
  - (a) Detailed technical specifications, conforming to the given specifications (vide Annexure – I), and literature /drawings /manuals of the goods/services to be supplied
  - (b) Authorized dealership certificate from the original manufacturer
  - (c) Credentials and list of organizations where the bidder supplied similar items
  - (d) Warranty period (1 year comprehensive on-site)
  - (e) Valid sales-tax / VAT clearance certificate
  - (f) Price bid as per Annexure-I
  - (g) Each setup in annexure II will have related manual and testing certificate.
5. **Validity of Quotation**

Quotation shall remain valid for a period not less than 60 days after the deadline date specified for submission.
6. **Evaluation of Quotations**

The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e.  
(a) which are properly signed and

(b) Conform to the terms and conditions, and specifications.

## **7. Award of contract**

The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive, technologically acceptable and who has offered the lowest evaluated quotation price.

- 7.1 Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.
- 7.2 The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.
8. Delivery shall be made at **GKCIET, Malda at free of cost.**
9. Payment shall be made immediately within 30 days after satisfactory installation, commissioning and acceptance of the good.
10. Comprehensive onsite warranty shall be applicable to the supplied goods for a period of **12 months** from the date of installation.
11. The Institute is **exempted from payment of custom and excise duty** on items mentioned below:
  - a) Scientific and technical instruments, apparatus, equipment (including computers)
  - b) Accessories, spare parts and consumables thereof
  - c) Computer software, CD-ROM, recorded magnetic tapes, microfilms, and microchips.
12. The successful bidder must submit before the release of payment a valid bank guarantee (**Annexure-A**) on any nationalized bank of 10% of the order value towards **Performance Security** during the warranty period. Else, 90% of the payment will be released retaining 10% of the order value towards Performance Security during the warranty period.
13. **Liquidated Damage** will be applicable at the rate of 0.5% per week. The purchaser has the right to cancel the purchase order when LD accumulates to 10 %.
14. A bank draft or bank guarantee (**Annexure-B**) worth 2% of the quoted value payable to "**Accounts Officer, GKCIET, Malda**" at Malda will be enclosed with the bid by the bidder towards the **Earnest Money Deposit (EMD)**. The EMD shall remain valid for a period of **105 days**.
15. Settlement of any dispute will be made under the jurisdiction of Malda Court.
16. You are requested to provide your offer latest by 15 hours on **12/08/2015**
17. The purchaser will open the bids at 15.30 hours on **12/08/2015** in the seminar room of GKCIET, Malda, TTC campus
18. The bid document must be signed and sealed and enclosed with the bid as a token of acceptance of all terms and conditions in the bid document by the bidder.
19. The items must be delivered within **60 days** from the date of placement of purchase order at the respective department.
20. Comprehensive onsite warranty for **12 months** from the date of satisfactory installation shall be applicable for offered goods.
21. All other terms and conditions of GFR 2005 of the Government of India will be applicable.
22. **Place of Delivery: GKCIET, Malda.**
23. **Installation / commissioning / demonstration requirement: Installation, commissioning, complete demonstration and successful running GKCIET, Malda**
24. **Tender document may purchase or download by demand draft in favour of "Accounts officer, GKCIET, Malda" payable at Malda.**

I look forward to receiving your quotations and thank you for your interest in this project.

**The bid must be addressed to:**

**The Chairman,**

**Purchase / E-Tender / Store committee**

**GKCIET, TTC complex, Maliha, Malda**

Whereas .....  
.....(hereinafter called the "tenderer").....  
has submitted their offer dated .....  
for the supply of.....  
.....(hereinafter called the "tender").....  
against the purchaser's tender enquiry No. ....  
KNOW ALL MEN by these presents that WE .....  
of .....having our registered office at .....  
.....are bound unto.....  
(hereinafter called the "Purchaser") .....  
in the sum of .....  
for which payment will and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns  
by these presents. Sealed with the Common Seal of the said Bank this .....day of .....20

THE CONDITIONS OF THIS OBLIGATION ARE:

- (1) If the tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this tender.
  
- (2) If the tenderer having been notified of the acceptance of his tender by the Purchaser during the period of its validity:-
  - a) If the tenderer fails to furnish the Performance Security for the due performance of the contract.
  - b) Fails or refuses to accept/execute the contract.

WE undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force upto and including 45 days after the period of tender validity and any demand in respect thereof should reach the Bank not later than the above date.

**(Signature of the authorized officer of the Bank)**  
**Name and designation of the officer**  
**Seal, name & address of the Bank and address of the Branch**

MODEL BANK GUARANTEE FORMAT FOR PERFORMANCE SECURITY

**To**  
**The Chairman,**  
**Purchase / E-Tender / Store committee**  
**GKCIET, TTC complex, Maliha, Malda**

WHEREAS .....  
(name and address of the supplier) (hereinafter called "the supplier") has undertaken, in pursuance of contract no ..... dated ..... to supply (description of goods and services) (herein after called "the contract").

AND WHEREAS it has been stipulated by you in the said contract that the supplier shall furnish you with a bank guarantee by a scheduled commercial recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the contract;

AND WHEREAS we have agreed to give the supplier such a bank guarantee;

NOW THEREFORE we hereby, affirm that we are guarantors and responsible to you, on behalf of the supplier, up to a total of .....  
(amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the supplier before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid until the ..... day of ....., 20

**(Signature of the authorized officer of the Bank)**  
**Name and designation of the officer**  
**Seal, name & address of the Bank and address of the Branch**



SURVEYING- I Lab  
Item 1

Sl. No	Name of the Instrument/Equipment	Specification	Quantity
1	Chain (30 metres)	As per IS: 1492-1970)	6 pcs.
	Chain (100 ft) (gunter)		4 pcs.
	Steel Arrows		20 pcs.
	Ranging rods	3meter 3 parts	6 pcs
	Optical square	Circular box with 3 slit	2 pcs
	Prismatic Compass with stand	150 mm dia	2 set
	Plane Table with stand and accessories	Plane table size- 600mm X 750 mm X 21 mm)	2 set
	Wooden Hammer		6 Pcs.
	Auto Level with tripod stand		1 set.
	Levelling Staff	Folding type 4m length	2 nos.

HoD/HoS:



**GHANI KHAN CHOUDHURY INSTITUTE OF ENGINEERING & TECHNOLOGY**  
(Estd. by Ministry of Human Resource Development, Govt. of India)  
**Office: Vill+Post. Kotwali, Dist. Malda, Pin- 732144, West Bengal, Ph- 03512278058**

**SHORT TENDER NOTICE**

Sealed tenders are invited by GKCIET, Malda from bona-fide suppliers / agencies for supply of Lab Equipment's / Machineries / Accessories. The last date of submitting quotation on **12/08/2015** up to **3 pm**. Quotation will be opened on **12/08/2015** at **3.30 pm**. Interested bona-fide suppliers / agencies may apply to " The Chairman, Purchase / E-Tender / Store committee, GKCIET, TTC complex, Maliha, Malda. For details, visit our website: [http// www.gkci.ac.in](http://www.gkci.ac.in)

Sd/-  
AR/GKCIET, Malda