

Chanakya National Law University

Nyaya Nagar, Mithapur, Patna-800001, Tel. No. +91-612-2352300, Fax No. : +91 -612-2352315

Website: <https://www.cnlu.ac.in>, E-mail: registrar@cnlu.ac.in

NIQ No. 64/2023-24

Date: 13.03.2024

SHORT NOTICE INVITING TENDER

Through e-procurement mode only <https://eproc2.bihar.gov.in>

Chanakya National Law University, Patna invites E-Tender from the registered contractor in appropriate class in Govt. of Bihar for supply and installation of work station table shell be made up of CNC processed Minimum 25 mm thick pre-laminated particle board conformity to IS : 12823. All panel sealed with 2 mm thick PVC edge banding tape and all unexposed edges sealed with 2 mm edge banding tape pressed at 200°C with hot melt glue though single bid system.

1.	Name of the Work	:	Supply and installation of work station Table.
3.	Cost of Document (Non-Refundable)	:	Rs. 2500/- (Rs. Two Thousand Five Hundred) Only.
4.	Earnest Money Deposit	:	Rs. 30000/- (Rs. Thirty Thousand) Only.
5.	E-Tender Processing Fee	:	As per Eproc2 website
6.	Time of Completion	:	15 Days.
7.	Bid start Date	:	From 13.03.2024
8.	Date of Pre-bid meeting	:	18.03.2024 (Offline) at the Chamber of Registrar, CNLU, Patna at 02:00 p.m.
9.	Last Date & Time for Uploading of bids	:	21.03.2024 till 01:00 pm.
10.	Date & Time of Opening of Bids	:	21.03.2024 at 01:30 pm.
11.	Place of Opening of Bid	:	Registrar's Chamber
12.	Periods of Bids Validity	:	30 days
13.	Officer inviting Bids	:	The Registrar, CNLU, Patna.
14.	For participation in E-tendering proc. The contractor shall have to get themselves registered to get User ID, Password & Digital Signature. This will enable accessing the website https://eproc2.bihar.gov.in & download / Participate in E-Tender.		
15.	The tender document can be obtained through our website https://eproc2.bihar.gov.in & https://www.cnlu.ac.in		
16.	(i) Bid Processing Fee to be paid through online mode i.e., Internet payment gateway (Credit/Debit Card), Net Banking, NEFT/ RTGS. (ii) Bids along with necessary online payments must be submitted through e-procurement portal https://eproc2.bihar.gov.in before the date & time specified in the NIQ. (iii) The department does not take any responsibilities for the delay /Non availability of internet connection, Network Traffic / Holidays or any other reasons.”		
17.	Bid Document cost should be paid as per https://eproc2.bihar.gov.in		
18.	Earnest Money Deposit (EMD) shall have to be paid through e-payment.		
19.	For queries and clarifications, if any send e-mail to registrar@cnlu.ac.in		
20.	For support related to the e-tendering process, bidders may contact “e-procurement HELP DESK, mjunction services limited RJ Complex, 2 nd Floor, Canara Bank Campus, Khajpura, Ashiana Road, P.S. –Shastri Nagar, Patna-800014, Bihar, Contact No. 18005726571.		

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1. Scope of work :

Supply and installation of work station table shall be made up of CNC processed Minimum 25 mm thick pre-laminated particle board conformity to IS: 12823. All panel sealed with 2 mm thick PVC edge banding tape and all unexposed edges sealed with 2 mm edge banding tape pressed at 200°C with hot melt glue.

2. Eligibility Criteria: Bidder having the below mentioned documents shall be eligible for participating in this tender. List of documents are as mentioned below:

- 1) Scan of PAN card (in name of Proprietor in case of Proprietorship Firm) & GST certificate
- 2) Scan of Affidavit as per Annexure-I
- 3) Scan of valid Character certificate of bidder issued from office of the Superintendent of Police.
- 4) Duly signed & stamped scan of document in which Name of the Firm, Address with contact number, FAX, E-mail of the Firm and Firm's Bank Account Details with Bank Name & Address and IFSC / RTGS codes mentioned
- 5) Scan of updated valid registration certificates of appropriate Class with works department of State Government for the above works. Bidders are registered under Central Government / Public Undertakings / authorised dealer / agency may participate in this bid but they will have to get themselves registered with work department of State Government after issue of letter of acceptance and before agreement.
- 6) Scan of the receipt of deposit through NEFT / RTGS for EMD.
- 7) Scan of the receipt of deposit through NEFT / RTGS for Cost of Document.

3. Terms and Conditions:

- i) Tender document shall not be acceptable through post, courier or any offline mode. Interested bidders are advised to submit the bid only through our e-Tendering portal.
- ii) Scanned documents as mentioned in Eligibility criteria is mandatory. Bidder should upload all the scan of Genuine documents otherwise their technical bid shall be declared non responsive.
- iii) Original document of Affidavit as per Annexure-I should be submitted by bidder during opening of Technical Bid.
- iv) Bidder or their authorised representative shall remain present during the Pre-Bid meeting and shall remain present at the time of opening of Financial Bid.
- v) The price will remain firm and fixed during the pendency of contract. It will not vary on any account including revision of taxes, imposition of new tax or any contingency whatsoever.
- vi) EMD Cost: **Rs. 30000/- (Rs. Thirty Thousand)** and should be submitted through e-payment mode. Scan of the receipt of depository should be uploaded on our e-tendering portal while submitting the bid.
- vii) Cost of tender: **Rs. 2500/- (Rs. Two Thousand Five Hundred)** and should be submitted through e-payment mode. Scan of the receipt of depository should be uploaded on our e-tendering portal while submitting the bid.

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- viii) Tender processing fee: As per Eproc2 website.
- ix) Incomplete bid and bid without genuine documents are liable for rejection. No responsibility will be taken for any type of technical glitch while online submission of bid.
- x) Notwithstanding anything to the contrary in this document, Chanakya National Law University is not bound to accept the lowest bid and reserves the right to accept or reject any bid, to reject bids for some or all items and to cancel the bidding process at any time prior to the award of contract, without assigning any reason whatsoever.
- xi) The work is required to be completed within the period mentioned against the works i.e. **within 15 days**. It will be reckoned from the date of the issue of work order after agreement. If the work is not completed within the stipulated completion period liquidated damages @ 0.5% of agreement value per day of delay will be levied (subject to maximum of 10%). If the liquidated damages reach the level of 10% the agreement value the contract is liable to be rescinded.
- xii) Work shall be done strictly as per specification and direction of competent authority of CNLU, Patna.
- xiii) Any Suggestions/Clarifications may be put forth in the pre bid meeting or through e- mail to registrar@cnlu.ac.in up to 18.03.2024 at 02:00 pm.
- xiv) Dispute, if any, will subject to Patna Jurisdiction only. The decision of Vice-Chancellor, CNLU will be final and binding with both the parties viz: bidder and the University.
- xv) Price should be quoted in Indian Rupees only. The price will remain firm and fixed during the pendency of Contract and will not be changed for any reason (including revision of taxes & levies whatsoever).
- xvi) All labour laws & regulations are to be followed by the bidder.
- xvii) The bidder shall be bound to follow the restriction on the movement of labour, materials imposed by any other authority connected with the site due to security or any other reasons connected with the event. No claim shall be entertained on this account.
- xviii) The contractor shall arrange all tools and plants necessary for the execution of the work at his own cost. Any loss or damage in this case will be to his account.
- xix) Lowest responsive bidder will be considered on the total amount of bids of the respective work.
- xx) The contractor under these contracts commits himself to use first class material and assumes full responsibility for the quality of all materials incorporated or brought for incorporation in the work. The work shall be executed in accordance with best engineering practice and as per direction of competent authority of CNLU.
- xxi) All the excavated materials including debris, loose earth etc., shall be carted away and disposed of as directed by competent authority of CNLU.
- xxii) Technical officers/Staff deployed by the Contractor / Firm at any construction site will also be responsible for inferior quality/Poor performance of any work and their names will be circulated to all works departments to debar them from any other site.
- xxiii) All the risks of loss of or damage to physical property and of personal injury and death which arise during and in consequence of the performance of the contract other than the expected risks will be the responsibility of the contractor/ firm.

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- xxiv) Any deviation in the material and the specifications from the accepted terms may liable to be rejected. The bidders need to supply all the goods in the specified form to the satisfaction / specifications specified in the order / contract and demonstrate at their own cost.
- xxv) Chanakya National Law University reserves the right to withdraw / cancel / amend the quotation at any stage without assigning any reason whatsoever.
- xxvi) Additional performance Guarantee is to be deposited as stipulated vide as per letter no.- 447(S) dated 16/01/2020 and 449(S) dated 16/01/2020 of Road Construction Department, Government of Bihar.

4. Amendment of Bid Document:

- a. At any time prior to the last date for receipt of bids, the Chanakya National Law University, Patna may for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the Bid Document by an amendment.
- b. The amendment will be notified through official website of Chanakya National Law University for all the prospective Bidders.
- c. In order to afford prospective bidder reasonable time in which to take the amendment into account in preparing and submitting their bids on line, the University may, at its discretion, extend the last date for the receipt of the bid.

5. Payment Terms:

Payment will be released after the satisfactory report of competent authority / authorities for successful completion of work after necessary deduction as mentioned hereunder:

- i) **Applicable TDS** will be deducted from the bill of total amount without tax as per the provision of Government of India and certificate for the same will be issue,
- ii) **Applicable amount** will be deducted from total GST.
- iii) As per actual measurement window area.

6. Agreement and Performance Security:

- i) Successful bidder will be issued a letter of acceptance. After receipt successful bidder shall enter into the agreement on PWD Form F2 failing which on **Rs. 1,000.00 (Rupees One Thousand) non judicial stamp paper** within (10) **ten working days** from the **date of issue of work order**.
- ii) EMD shall be adjusted in amount of performance security. Successful bidder will deposit amount of performance security @ 3% of agreement value, after deducting amount of EMD, in form of **NEFT / RTGS/ DD** at the time of agreement. Thus initial Performance security will be @ **5% (Five Percent)** of the agreement value along with additional performance as applicable. Balance 5% of performance security will be deducted from on account running bills. Performance Security will be refundable after **60 days of successful completion of defect liability period i.e., Two Year**. No interest will be payable on the earnest money as well as Performance Securities.

**Registrar
CNLU, Patna**

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Annexure-I

I / we declare

Declaration by Quotationer on a non-judicial stamp paper of value Rs. 100/-

That my/our company namely

.....
.....has not been black listed by any Government / Non-Government Organisation nor should have any litigation enquiry pending and / or initiated by any of these Department or Court of Law with regards to the works executed by our company since incorporation. No FIR has been lodged against us.

that all the terms & conditions , scope of work & eligibility criteria of NIT No.64/2023-24 dated 13.03.2024 are acceptable to me / us.

that the documents annexed along-with the quotation are genuine and not tampered by me / us while copying. If my / our declaration above found fake or forged then:

- i. my quotation document shall be rejected
- ii. Letter of Intent / Purchase Order / Agreement, if issued, shall be cancelled and
- iii. FIR shall be inflicted against my / our company / firm by the University.

Signature of the Quotationer / Authorized Signatory (Name & Designation) Seal of the Quotationer

Place:

Date:

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Annexure-II

FINANCIAL BID

To
The Registrar
Chanakya National Law University,
Nyaya Nagar, Mithapur, Patna-800001.

Sub: Supply and installation of Work Station Table.

Dear Sir,

I/we have gone through the tender document and terms & conditions, understood it fully and declare that I/we shall abide by the terms and conditions mentioned therein for supply of the items required.

Sl. No.	Items Description	Qty.	Rate	Amount	
1.	Supply and installation of work station table shell be made up of CNC processed Minimum 25 mm thick pre-laminated particle board conformity to IS: 12823. All panel sealed with 2 mm thick PVC edge banding tape and all unexposed edges sealed with 2 mm edge banding tape pressed at 200 °C with hot melt glue. Straight Workstation 8 Module by Lateral. (4×4) Work station size 3090 mm × 1200 mm × 1025 mm particle laminated board top 25 mm and side 18 mm with 2 mm edge binding	30 Pcs.			
Total Amount inclusive of all taxes					

(Total Amount in Words

I/we certify that information furnished above is true and correct. All the terms and Conditions mentioned in the tender documents are acceptable to us.

(Authorized Signature)

Name of the Firm:

Name of the Authorized Person:

Address of the Firm:

Contact No. :