



**JAWAHAR NEHRU TECHNOLOGICAL UNIVERISTY:
KAKINADA**

KAKINADA – 533 003. A P, INDIA.

Tender Notice No. JNTUK/DE/2016-17/Furniture & Equipment/2016, dt. 12/11/2016.

The sealed tenders are invited for the following items.

Furniture & Equipment, Black & White Laser Printer, Color Laser Printer, Web Cameras, Bio-Metric door lock system, networking etc., as listed for newly constructed “**University Examination Center**” for JNTUK, Kakinada for the year 2016-17 are the tender items. The last date and time for tenders schedule are as given below.

Bid calling date	07-11-2016
Bid closing date/time	03-12-2016 at 02:00 PM
Bid opening date/time	03-12-2016 at 04:30 PM
Bid Document Fee (for each item)	Rs. 2000/-
JNTUK Contact person	Director Of Evaluation
JNTUK Reference No.	0884 - 2300911

Sd/-
Registrar

JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY: KAKINADA
KAKINADA – 533 003. - A P – INDIA.

TENDER NOTICE

Tender Notice No. JNTUK/DE/2016-17/Furniture & Equipment/2016, dt. 07/11/2016.

Sealed Tenders are invited for procurement of Furniture & Equipment, Black & White Laser Printer, Color Laser Printer, Web cameras, Bio-Metric door lock system, Networking etc., as listed for newly constructed University Examination Center, JNTUK.

The Tender application forms can be obtained from the office of the Registrar,
JNTUK, Kakinada for details visit www.jntuk.edu.in.

Last date of receipt of Tenders is 03-12-2016, at 02:00 PM.

Size: 8 X 3

REGISTRAR

INVITATION OF TENDER FOR

**For procurement of Furniture & Equipment,
Black & White Laser Printer, Color Laser Printer,
Web cameras, Bio-Metric door lock system, Networking etc., as
listed for University Examination Centre, JNTUK, Kakinada**

Tender Notice No. JNTUK/DE/2016-17/Furniture & Equipment/2016-17.



JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY KAKINADA

(Established by Andhra Pradesh Act No. 30 of 2008)

Kakinada – 533 003. Andhra Pradesh, India.

Ref: JNTUK/DE/2016-17/Furniture, Equipment/ Printers/2016.

INVITATION OF TENDER AND INSTRUCTIONS TO TENDERERS

Jawaharlal Nehru Technological University, Kakinada invites tenders for supply of Furniture & Equipment, Black & White Laser Printer, Color Laser Printer, Web cameras, Bio-Metric door lock system, networking etc., as listed for the newly constructed University Examination Center, JNTUK, Kakinada for the year 2016-17.

The tender scheduled fee for each item is Rs. 2,000/- (Rupees Two thousand only) which is not refundable and in the form of crossed Demand Draft on any Nationalized bank drawn in favour of Registrar, JNTUK, Kakinada.

The Tenderer should go through the specifications of the “*Tender Specifications*” carefully and strictly abide by the same.

A Company incorporated under the Indian Companies Act – 1996 (Certificate of incorporation to be furnished) with 5 years of existence with infrastructure and facilities for manufacturing and supply of Furniture & Equipment, Black & White Laser Printer, Color Laser Printer, Web cameras, Bio-Metric door lock system, networking etc., as listed.

SCOPE OF THE WORK

1. Collection of data purchase orders from the Director of Evaluation for variable purchase of Furniture and Equipment.
2. List of machinery with document proof of procurement.
3. Should have supplied Furniture and equipment to various Universities and Government organizations and Boards in an academic year for the last 3 years.
4. Certified by Auditor that a turnover of Rs. 6 crores is achieved in 3 financial years in similar orders.

PRE-QUALIFICATIONS CRITERIA

Keeping in view the sensitiveness and complexity of the work involved the following are prescribed as pre qualifications criteria for Tenderers interested in participating in the Tender specified.

The tendering company incorporated under the Indian companies Act (Certificate of incorporation to be furnished) with 5 years of existence with infrastructure and facilities engaged in manufacturing & supply satisfying the following criteria alone can apply.

1. The firm should have average annual turnover of Rs. 2 crores in the last 3 years (certificate from the company’s CA to be furnished). And the firm should furnish the history of the company associated with undertaken supply of similar works of Educational Boards/Universities/Government organizations etc.
2. The firm / company should be ISO certified (valid certification to this effect is to be furnished).

3. The firm / company should have highly sophisticated machinery with all facilities along with online variable data facility only.
4. The Branch office of the firm should be situated with the State of Andhra Pradesh only.
5. The packing, transport and installation of Furniture & Equipment, Black & White Laser Printer, Color Laser Printer, Web cameras, Bio-Metric door lock system, networking etc., shall be done by supplier/ bidder.
6. The Furniture & Equipment, Black & White Laser Printer, Color Laser Printer, Web cameras, Bio-Metric door lock system, Networking etc., as listed should be packed firmly and transport them to the premises of the University.
7. The tenderer should furnish the following documents along with the tender form, failing which their tender is liable to be rejected.
 - a. Name and full detailed postal address of the firm with phone numbers.
 - b. Certificate of Registration of the firm
 - c. Latest Income tax certificate along with the PAN number.
 - d. VAT registration photo copy and latest VAT clearance certificate.
 - e. Experience of certificate of similar work form Government /Universities /Boards in the state.
 - f. Details of the relevant critical equipment available with the tenderer to execute the works viz, machinery wise, shift wise capacities, outputs per day, latest improvements made in the machinery (if any), specific advantages with the machinery of the tenderer and all other relevant details, etc.,
 - g. Details of the available skilled personnel with the adequate experience required for execution of the works in this tender.
 - h. Tender schedules technical bid & price bid.
8. The tenderer shall be responsible for the delivery of the material, its successful demonstration, and providing training as required, as per specifications at the destination site.
9. The prices must be quoted in the same format as specified in the Tender Schedule, and should be inclusive of packing, forwarding, insurance, delivery at destination site and all taxes. Price quoted needs to be inclusive of all duties and taxes
10. The firm should not SUB-LET any part/item of work to other firms as the work is sensitive and most confidential in nature. It should undertake all the works on its own. Any Joint Ventures, consortium or MOU among companies are not allowed.

11. The firm should not have been blacklisted or debarred by an Educational Board of University for deficiency in complying the orders entrusted (Declaration to this effect is to be furnished).
12. The tenderer shall undertake the work in a most confidential manner and not to indulge in any kind of malfunction by himself or by his employees for which the tenderer shall be held responsible. In the event of any such incident, the University shall have the power to impound EMD, in addition to taking necessary civil and criminal action as per law.
- 13. Earnest Money Deposit (EMD):** A Demand Drafts towards application/ tender fee and EMD for each item as indicated in the item list, shall be drawn in favour of the “**The Registrar, JNTUK, Kakinada**” and the DDs must accompany the tender. The tender without application fee and EMD will be rejected. The EMD will be refunded to all the unsuccessful tenderers only after the purchase orders are placed on the successful tenderer. EMD amount will be refunded as per terms and conditions. Tender fee once paid is neither refundable nor adjustable for other tenders

Item wise Application fee & EMD details

Item No.	Item	Application / Tender Fee	EMD, Rs.
1	Furniture	2000/-	50,000/-
2	Printers	2000/-	50,000/-
3	Networking, Bio-metric, CC TV, Inter come	2000/-	50,000/-
4	Videowalls	2000/-	50,000/-
5	Franking Machine- Digital Mailing system	2000/-	10,000/-
6	Laptops	2000/-	10,000/-

Companies may make their representative available on 03-12-2016 at 4.30 PM at the time of opening tenders.

Prices:

The prices quoted should be inclusive of all taxes.

VALIDITY:

The tender should be valid for acceptance up to period of 3 months.

DELIVERY:

The purchase order for manufacturing of Furniture & Equipment, Black & White Laser Printer, Color Laser Printer, Web cameras, Bio-Metric door lock system, Networking etc., as listed shall be supplied as per the enclosed specifications of various furniture and equipment and obtained acknowledgement from the University after due verification by the University.

FURNITURE, EQUIPMENT /BLACK & WHITE LASER PRINTER/COLOR LASER PRINTER/BIO-METRIC , NETWORKING ETC., AS LISTED.

The material should be delivered within 30 days from the date of issue of order form to the firm

TERMS OF PAYMENT:

100% of payment shall be made by the JNTUK, Kakinada after receipt of goods in good condition, complete installation / commissioning and satisfactory report by end user.

TERMS AND CONDITIONS OF THE TENDERING FIRMS:

Printed terms and conditions of the tenderer will not be considered as forming part of their tenders. Invitation to tender is not acceptable to any tenderers. He should clearly specify deviation in his tender. The JNTUK, Kakinada reserves the right to accept or reject them. The JNTUK, Kakinada shall not be bound to give reasons for the refusal to consider the tender with such deviations.

INSTRUCTIONS REGARDING FILLING TENDER:

- i) If any modifications of the schedule are considered necessary, the tenderers should communicate the same by means of separate letter sent with the tenders.
- ii) The tender is liable to be ignored if complete information is given therein or if the particulars and data (if any) asked for in the schedule to the tender are not fully filled in, the specific attention must be paid to the delivery dates, data processing and also other relevant conditions of the contract to be executed.
- iii) The tenderer should submit with the following covers.
 - a. **Technical bid**
(Original Tender document, EMD, forms 7a to 7h, samples & other enclosures)
 - b. **Financial bid**
(Price offered in this sheet only)

Refer Annexure – I : Specification and brochure.

DELIVERY OF TENDER:

The tenderers shall submit their tender documents for each item in separate sealed covers:

The sealed tenders mentioning clearly “**University Examination Centre, JNTUK Campus, KAKINADA.**” on the cover along with the Tender No. JNTUK/DE//2016-17/ Furniture & Equipment/2016 and item No. should be addressed and delivered to **The Registrar, JNTUK, Kakinada – 533 003, (Andhra Pradesh)** and

Superscripted on the right hand side with the Item No. and corresponding item (Ex. Item No. 1. -Furniture) for JNTUK, Kakinada for the year 2016-17 and should indicate clearly the name and address of the tenderer. In addition, left hand corner of the envelope / container should indicate

the tender number, date and time of opening of tender. Right is reserved to ignore any tender which fails to comply with the above instructions. All tenders should be sent by registered post or through messenger handed over to the above named officer or to the person authorized by him to receive the tender on his behalf in this office and acknowledgement obtained. It is responsibility of the tenderer to see that his tender offer is delivered by him within the specified date and time at the above address. All further communications should be addressed to the officer named above and by title only.

LAST DATE & TIME for receipt of tender:

The tender must reach the Registrar, JNTUK, Kakinada not later than 03-12-2016 at 2.00 PM. Tenders submitted after the specified date and time shall not be considered and no intimation will be sent in this regard.

Companies may depute their representative available on 03 -12 - 2016 at 4.30 PM at the time of opening tenders.

Period of which offer will remain open:

The tender shall remain open for acceptance until 3 months from the last day of the receipt of the tender. If the day up to which the offer is to remain open has been declared to be closed holiday by the University, the offer shall remain open till next working day. The tenders qualified by such vague and indefinite expression such as subject to immediate acceptance subject to prior sale will not be considered.

Right to Acceptance:

The University does not bind itself to accept the lowest on any tender and reserves to himself the right of accepting the whole or any part of the tender or portion of the quantity offered and the tenderer shall supply the same at the rate quoted. The University reserves the right to reject any or all offers received in response to tender or cancel, withdraw the tender notice without assigning any reason.

Results of Tender:

Acceptance of Tender shall be communicated by letter of acceptance of formal acceptance of the tender to the successful tenderer.

The University reserves to reject to cancel the tenders without assigning any reason.

Warranty declaration:

We warrant that everything to be supplied by us hereunder shall be brand new, free from all defects and faults in material, workmanship and manufacture and shall be of the highest grade and quality and material of the type ordered, shall be in full conformity with the specification, drawings, of samples, if any. We shall be fully responsible for its quality. This warranty shall survive inspection of equipment and acceptance of the goods, but shall expire (exact in respect of complaints of which the contractor has been notified prior to such date) 12 months after their

successful scanning & processing of data, functioning satisfactory and acceptance by the University.

The obligations under the warranty expressed above shall include all costs relating to the quality of the material and transport change from site to the desired destination.

Signature of the witness

Signature of the Tenderer

BID PARTICULARS:

1. Name of the Bidder :
2. Address of the Bidder :
3. Availability of Scanners spare parts :
4. Bidders proposal number and date :
5. Application/ Tender fee Enclosed : Yes/No If yes
DD No. _____ Bank _____ Amount _____
6. EMD enclosed : Yes/No If yes
DD No. _____ Bank _____ Amount _____
7. Samples enclosed : Yes/No
(As per the specifications mentioned in the tender schedule)
8. Name and address of the office to whom all reference shall be made regarding this tender enquiry.
Telephone No. :
Fax No. :
Mobile No. :
E-mail :

Witness Signature :

Witness Signature :

Name	:	Name	:
Designation	:	Designation	:
Address with seal	:	Address with seal	:
Date	:	Date	:

TENDERER

EVALUATION OF TENDERS

1. The tenderer has to meet the pre qualification criteria prescribed in tender schedule and abide by all the terms and conditions stipulated in tender schedule before the rates quoted by them are considered.
2. Any effort by the agency to influence the University in the process of selection may result in the rejection for the tender.
3. In order to prove that the firm has the capacity to undertake the works the tenderer has to furnish all the relevant data, documents, certificates, equipment and man power available documentary evidence of works executed etc., in the prescribed formats along with the EMD, in the sealed cover.
4. All the tenderers have to deposit application / tender fee and EMD as given in list of items of tender schedule. The tender received without required application fee and EMD shall be rejected without further reference. The EMD will be returned the unsuccessful bidder.
5. The University is not bound to accept the lowest quotation and the decision of the University in this regard to the acceptance of quotations is final and conclusive in view of the sensitivity and urgency involved.
6. The University can inspect the infrastructure facilities of all operations involved in the process.
7. The University reserves the right to negotiate with any of the tenderer.
8. The University reserves the right to vary the qualities and / or split the order among the selected bidders.
9. The University reserves the right to accept or reject any or all bids without assigning reasons.

The tender is subjected to the following conditions:

1. The company has to quote basic price. The price should be FOR destination as per the direction of University. Rate should be inclusive of all taxes. Any vague statements and such as “Extra” are not accepted.
2. The payment will be as per the directions of University.
3. The Company invoice should be submitted to the University.
4. The quotation must accompany the experience list of reputed organizations and educations institutions for having supplied similar furniture at least in the last 5 years
5. Performance certificates about the performance of the similar type of works from the heads of at least three reputed organizations should be submitted along with the tender.
6. It is not binding on the University to accept the lowest of the tenders.
7. The University reserves the right to place order for individual items with difference tenders. The quantities indicated herein can be modified without any intimation/notice. The University reserves the right to differ the purchase of any item without any intimation/notice.
8. University reserves right to modify the quantity of the Furniture and all or any one or two of the three options (types of furniture) depending upon the requirement.
9. The tenders should be valid for acceptance up to a period of 12 months.
10. The envelope must be super scribed with reference No. for which quotations are being submitted.
11. The tenderer should mention the correct address of the organization located and registration number etc., duly enclosing certificate of registration in support of ownership of the firm for inspection and for other purpose. **The registered office of the firm should be situated within the state of Andhra Pradesh.**
12. **The tenderer must be ready to demonstrate the list of machinery, equipment and other infrastructure requirement along with support documents / invoices to execute the job with them to an expert committee (deputed by the University) at your working site as and when University desires.**
13. The successful tenderer should execute an agreement (in the prescribed format) on a non judicial bond paper worth of Rs. 100/- (Rupees one hundred only) in duplicate duly signed by the authorized officer/Managing director of firm of execution of agreement within 10 days from the date of finalization of selection.

14. All disputes if any which may arise out of the transaction have to be settled with in the jurisdiction; of Courts/High Court of Andhra Pradesh situated at Hyderabad.
15. It should be certified by the tenderer stating that the factory is not black listed by any state Government/Union territory/Government of India or any other organization. The firms which are either black listed or any case is pending for inferior quality supplied will be rejected from participating in the tender.
16. Certificates of experience in this field must be enclosed with samples and works under taken for supply of Furniture in large volumes will be preferred over others.
17. The EMD of the successful bidder will be retained with the University for the warrantee / one year whichever is earlier or bank guarantee.
 - i) In the event of non-supply, this deposit shall be forfeited to the extent of items not supplied. Further, if the University has to procure the items/services part of it from any other supplier because of failure to supply in full or part by the successful bidder, the difference in payment may be made be made good from this security deposit, besides, penalty.
 - ii) The University, against EMD, can also make any other adjustments for default on part of seller/service provider.
 - iii) The EMD deposit shall be returned after the supply of all the contracted items/services and their successful installation & execution at all the intended sites. No interest will be payable for the EMD by the University.

REGISTRAR

CERTIFICATE:

Certified that all the terms and conditions mentioned in the tender documents are perused thoroughly before quoting above indent unit rates.

Station:

Date:

Signature of tenderer:

Name & Designation:

With office seal :