



**PURCHASE & STORES SECTION**

**INVITATION FOR ONLINE TENDER (TWO BIDS SYSTEM)**  
(Tender No: 17/MANUU/Purchase/F.08-DDE/2018-19 dt: 11.02.2019)

**Sub: MANUU - Purchase & Stores Sections – Supply of Iron Chowki/Takhat – Online (through CPPP) Tender Enquiry – Reg.**

The Maulana Azad National Urdu University (MANUU), Hyderabad (Central University established by an Act of Parliament in 1998) intends to procure the *Iron Chowki/Takhat* for the Directorate of Distance Education, MANUU from the prospective bidders. The intended bidders may furnish their quotations (as per the specifications mentioned below) online through Central Public Procurement Portal (CPPP) @<https://eprocure.gov.in/eprocure>. The online bids along with **EMD** for **Rs. 15,000/-** drawn in favour of Finance Officer, MANUU, Hyderabad (Exemption for registration with MSME, NSIC etc as per GoI norms will only be considered on production of documentary proof, failing which the bid will be rejected) shall be furnished as per the proforma prescribed (Annexure-2). The bid documents (both Technical bid and financial bid) along with the scanned copy EMD proof may have to be upload online to CPP Portal on or before **25.02.2019** by **3.00 pm**. However, the original EMD document/DD shall be submitted at Purchase & Stores Section before the closing date of the bid.

**Specification of equipment/item & quantity required:**

<i>Sl</i>	<i>Particulars</i>	<i>Quantity</i>
1.	<b>Item No.1</b> <b>Fabrication and supply of MS iron Chowki / Takhats</b> of size 1.22x1.22 mts (4'x4') and height 230 mm (9") made out of MS Square/round pipe of 40 mm (Medium duty) with four sides, two cross braces (1.2 mts each) and four supports/legs of 230 mm height and top covered with MS sheet of 1.60m mthick (16 guage), cutting and welding including applying a coat of red oxide steel primer and finished with two coats of synthetic enamel paint of approved shade and manufacturer complete as per directions of the purchase-in-charge. The finished weight of the MS iron Chowki / Takhats should not be less than 45 Kg each. <b>Warranty: one year from the date of supply.</b>	75 Nos.

**Terms & Conditions:**

**1. Submission of Bids**

- 1.1 The technical and financial bids should be furnished in Annexure-I and Annexure-II respectively and both the bid should be submitted online @ <https://eprocure.gov.in/eprocure/app> only along with the requisite documents.
- 1.2 Conditional and incomplete bids will be rejected summarily.
- 1.3 The bids must be submitted before due date and time.
- 1.4 The University reserves all the rights to place the Award of Contract to **L-1 quoted firm**. In case, if two or more number of firms quotes the same rate, in such case separate sealed quotations will be obtain from such L-1 bidders with short notice.



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**2. Submission of EMD**

- 2.1 The firms should submit EMD of Rs.15,000/- in the form of Demand Draft / Bank Guarantee / Fixed Deposit drawn in favour of Finance Officer, MANUU payable at Hyderabad in original by post or by hand before the last date of the submission of tender. Scanned copy of EMD should be uploaded along with Technical bid document. Exemption as per govt. norms will be considered on production of documentary proof.
- 2.2 The EMD of the unsuccessful bidders will be returned within 60 days after closing date of the bid or within 30 days after finalizing the bid without. The EMD of the successful bidder will be returned on submission of Performance Security.

**3. Opening of Bids**

- 3.1 Technical bid would be opened and scrutinized as per the eligibility criteria prescribed.
- 3.2 Financial bids of only technically qualified bidders will be opened by the authorized officers of the University.
- 3.3 The bidder must supply the items as per the specifications mentioned in the tender. Further, The firms may also quote for higher specifications willing to provide but no extra amount will be made.

**4. Pre-qualification (eligibility) criteria**

- 4.1 The bidder should be a registered firm and should have a GSTIN.
- 4.2 The firm should submit an EMD of Rs. 15,000/-
- 4.3 Certificate of Authorized Dealer / Distributor of the item(s) quoted or authorization certificate from OEM specific to this tender
- 4.4 The bidder must upload Annexure – I duly filled in.
- 4.5 The Technical bid will be opened first to ascertain the **pre-qualification criteria**. The following is the eligibility criteria for the Financial bid.
- 4.6 A) The bidder must have achieved the minimum average annual turnover of Rs.4,40,000 on supply of the similar items during the last three financial years.
- B) In addition to the above, the bidder must have supplied the;
- Similar items (iron furniture/fabrication work etc.,) on three Purchase Orders worth Rs.2,20,000/- each (or)
  - Similar items (iron furniture/fabrication work etc.,) on two Purchase Orders worth Rs.2,75,000/- each (or)
  - Similar items (iron furniture/fabrication work etc.,) on one Purchase Order worth Rs.4,40,000/-

During the last 5 years period between 01.04.2013 to 31.03.2018



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**5. Job Requirement**

- 5.1 Supply of **Iron Chowki/Takhat**: *Fabrication and supply of MS iron Chowki / Takhats of size 1.22x1.22 mts (4'x4') and height 230 mm (9") made out of MS Square/round pipe of 40 mm (Medium duty) with four sides, two cross braces (1.2 mts each) and four supports/legs of 230 mm height and top covered with MS sheet of 1.60m mthick (16 guage), cutting and welding including applying a coat of red oxide steel primer and finished with two coats of synthetic enamel paint of approved shade and manufacturer complete as per directions of the purchase-in-charge. The finished weight of the MS iron Chowki / Takhats should not be less than 45 Kg each.*
- 5.2 Warranty: The Item should carry one year warranty from the date of supply.

**6. Delivery & Payment:**

- 6.1 Delivery shall be made within 30 days from the date of issue of Award of Contract.
- 6.2 Failure to supply the material within the stipulated period shall entitle the Procuring Entity (MANUU) for imposition of penalty @ 1/2% (half percent) per day on the total value of the item covered in the purchase order subject to a maximum of 5 % (five percent) of total supply order value unless extension is obtained in writing from the University on valid ground before expiry of delivery period. **Supply of inferior material against the specifications mentioned in the tender document will summarily be rejected.**
- 6.3 The selected firm shall submit 10% value of Purchase Order/Award of Contract as Performance Security in the form of DD/FD/BG in favour of MANUU payable at Hyderabad which would be released after supply of material as per specifications and after fulfilling of all the tender obligations.
- 6.4 No advance payments will be made. Payment shall be made against supply of full quantity and certified by the University officials only. Payment to the firm will normally be made within four weeks through bank transfer.
- 6.5 MANUU GSTIN: 36HYDM03116B1DT.

**7. Termination of the contract:**

- 7.1 If the information provided by the firm during the process of contract is found false at later stage, the University reserves the right to cancel the Purchase Order and / or blacklist the firm.
- 7.2 Sub-letting of this contract is not permissible.
- 7.3 This request for proposal is issued with no financial commitment and the buyer (MANUU) reserves the right to change or vary any part thereof or foreclose the procurement process at any stage. The Buyer also reserves the right to disqualify any vendor, should it be necessary, at any stage.



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7.4 If the supplier fails to execute the material as per specified quality and quantity within the given time frame or any extension thereto, the University reserves its right to terminate this contract by giving two weeks' notice and get the work done from any other agency at the cost and risk of the supplier.

**8 Other Conditions**

8.1 The items procured are exclusively for the Academic purpose only.

8.2 In case of any dispute, Hyderabad will be the Jurisdiction. The Registrar, Maulana Azad National Urdu University, Hyderabad shall decide the issue and his decision will be final and shall be binding on the both parties.

*Ma*  
 Registrar

Maulana Azad National Urdu University  
 Gachibowli, Hyderabad- 500032

**INSTRUCTIONS FOR FILLING UP ONLINE BOQ**

Name of the Bidder/ Bidding Firm / Company :									
<b>PRICE SCHEDULE</b> (DOMESTIC TENDERS - RATES ARE TO GIVEN IN RUPEES (INR) ONLY) (This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only )									
NUM BER #	TEXT #	NUM BER #	TEXT #	NUMBER #	NUMBER	NUMBER #	NUMBER #	NUMBER #	TEXT #
Sl. No.	Item Description	Quantity	Units	BASIC RATE In Figures To be entered by the Bidder in Rs. P	GST Amount on Item Qty x Basic Rate in INR Rs. P	TOTAL AMOUNT Without Taxes col (13) = (4) x (7) Rs. P	TOTAL AMOUNT With Taxes col (14) = sum (9) + (13) Rs. P	TOTAL AMOUNT In Words	
1	2	4	5	7	9	13	14	15	
						0.00	0.00	INR Zero Only	

Name of the firm

Unit price (in Rs.) without GST

Total GST amount (in Rs) i.e. Qty x Unit Price x GST %



Annexure-1 (Technical Bid)

1.	Name of Firm	M/s.
	Address	
	Contact No (s)	
	E-mail ID	
2.	Details of EMD of Rs. 15,000/- (Exemption for registering with MSME NSIC, N.C.C.F, Kendriya Bhandar etc as per GoI norms will only be considered on production of documentary proof, failing which the bid will be rejected) The EMD shall be submitted at Purchase & Stores Section before closing date.	D.D. No. _____ dated: _____ Bank _____ (upload documentary proof if exemption is claimed)
3.	Firm Registration Certificate.	( Yes / No ) (upload Firm registration certificate)
4.	GST Registration Certificate	( Yes / No ) (upload GST registration certificate)
5.	Certificate of Authorized Dealer / Distributor of the item(s) quoted or authorization certificate from OEM specific to this tender	( Yes / No ) (upload Documentary proof)
6.	Average Annual Turnover of Rs. 4,40,000 during the preceding three years (Attach scanned copy of audited balance sheet and Profit & Loss Account for these years, Certificate Certified by CA) (as per tender clause 4.6 (A))	( Yes / No ) (upload Documentary proof)
7.	Value of Purchase Orders of medical equipments carried out during the preceding five years, (Attach scanned copy of Purchase Orders) [as per tender clause 4.6 (B)]	( Yes / No ) (upload Documentary proof)
8.	Signed copy of Annexure I (Technical Bid)	( Yes / No ) (upload signed & stamped tender document)

**Declaration:** i) that we have not been debarred by any Government Department/Under taking.

ii) It is hereby declared that the firm have carefully read and understood the tender document and **agreed with all the terms and conditions** of the tender, Hyderabad jurisdiction etc., and agreed that the decision of the University shall be final in all respect.

Place : .....  
Date : .....2019

Signature of the authorized  
Dealer/signatory of the firm with stamp



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Annexure-2 (Financial Bid)

(To be filled Online as per the CPPP format only)

Name of the Bidder/ Bidding Firm / Company :								
<b>PRICE SCHEDULE</b>								
(DOMESTIC TENDERS - RATES ARE TO GIVEN IN RUPEES (INR) ONLY)								
(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only )								
NUM BER #	TEXT #	NUM BER #	TEXT #	NUMBER #	NUMBER	NUMBER #	NUMBER #	TEXT #
Sl. No.	Item Description	Quantity	Units	BASIC RATE In Figures To be entered by the Bidder in Rs. P	GST Amount on Item Qty x Basic Rate in INR Rs. P	TOTAL AMOUNT Without Taxes col (13) = (4) x (7) in Rs. P	TOTAL AMOUNT With Taxes col (14) = sum (8) to (13) in Rs. P	TOTAL AMOUNT In Words
1	2	4	5	7	9	13	14	15
1	<b>Iron Chowki / Takhats</b>							
1.1	<b>Item No.1</b> Fabrication and supply of MS iron Chowki / Takhats of size 1.22x1.22 mts (4'x4') and height 230 mm (9") made out of MS Square/round pipe of 40 mm (Medium duty) with four sides, two cross braces (1.2 mts each) and four supports/legs of 230 mm height and top covered with MS sheet of 1.60m mthick (16 guage), cutting and welding including applying a coat of red oxide steel primer and finished with two coats of synthetic enamel paint of approved shade and manufacturer complete as per directions of the purchase-in-charge. The finished weight of the MS iron Chowki / Takhats should not be less than 45 Kg each. Warranty: One year from the date of supply.	75	Nos			0.00	0.00	INR Zero Only
Total in Figures						0.00	0.00	INR Zero Only
Quoted Rate in Words								