

Maulana Azad
National Institute of Technology Bhopal- 462 003

(An Institution of National Importance under MHRD, Govt. of India)



TENDER DOCUMENT
FOR
*COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT FOR WATER
COOLERS AND WATER PURIFIERS*

Website: www.manit.ac.in
Email Address: info@manit.ac.in

Fax No: 0755-2670562
Telephone No: 0755-4051000
0755-4052000

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Maulana Azad
National Institute of Technology Bhopal- 462 003

(An Institution of National Importance under MHRD, Govt. of India)

No. MANIT/S&P/2018: 279

Date:27/07/2018

NOTICE INVITING e-TENDERS

Sub: ***Comprehensive Annual Maintenance Contract For Water Coolers and Water Purifiers.***

Maulana Azad National Institute of Technology (MANIT) is one of the leading institutions of national importance in the area of technical education, established with the objective of developing a “Centre of Excellence” in the central region. Its aim at becoming a multi-disciplinary Centre for technical education by strengthening both teaching and research activities besides contributing to the needs of rural community, society and industry at large.

Institute is fully funded by Ministry of Human Resource Development, Government of India and is governed as per provisions made under the National Institute of Technology, Science Education and Research Act 2007. (NITSER Act 2007).

E-Tenders in two bid system are invited for Comprehensive Annual Maintenance Contract for Water Coolers and Water Purifiers. Interested Company/Partnership firm/Proprietary firm/ Agency may log on Institute website www.manit.ac.in for further details. Tender Document can only be downloaded after registration of bidder on the website <https://eprocure.gov.in/eprocure/app>.

Last date of receipt of complete tender document is 20/08/2018 up to 11.00 hours. The Director of the Institute reserves the right to accept or reject any or the entire tender in full or in part without assigning any reason whatsoever.

Registrar

Maulana Azad

National Institute of Technology Bhopal- 462 003

IMPORTANT INFORMATION AT A GLANCE	
Tender No & Date	No. MANIT/ S&P/2018: 279 Date: 27/07/2018
Scope of Tender	Comprehensive Annual Maintenance Contract for Water Coolers and Water Purifiers
Approximate cost of work	Rs. 24,00,000.00 (Inclusive of all taxes)
Location of Supplies & Maintenance	Different locations within Institute premises.
Tender Document	Tender Document can only be downloaded free of cost after registration of bidder on the website: https://eprocure.gov.in/eprocure/app .
Date & Time of Pre-bid Meeting	-----
Earnest Money Deposit (EMD)	Rs. 1,50,000.00 (One Lacs fifty thousand Only) by way of RTGS/NEFT or bank deposition only
Last Date & Time of Submission of Tender	20/08/2018 up to 11:00 hours
Date & Time of Opening of Technical Bids	21/08/2018 at 11:00 hours
Date & Time of Opening of Price Bids	Shall be informed after evaluation of technical bid through website https://eprocure.gov.in/eprocure/app .
Details of Contact Persons for Technical Query	
Details of Contact Persons for Technical Query	Dr. Amit Telang Professor I/c Water Coolers 0755- 4051603 atelang7@rediffmail.com
Details of Contact Person for Commercial Query	Shri Harish Vaidya Asstt. Registrar- Stores & Purchase 0755- 4051040 harishvaidya@manit.ac.in

CHAPTER-I	
INSTRUCTIONS TO BIDDERS	
1	<p>Location of Supply & Maintenance:</p> <p>a Different Departments/ Sections of Institute MANIT- Bhopal.</p> <p>b Bidders are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tenders as to the nature of the ground and sub-soil (So far as is practicable), the form and nature of the site, the means of access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their tender. A bidder shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed.</p>
2	<p>Scope of Work:</p> <p>a This CAMC shall have onsite comprehensive maintenance. All spare parts and consumables (imported or otherwise) required for keeping Water Coolers and RO's/Aqua Guards in running condition, would be provided by the contractor. In case the same is not available with them it would be imported / procured by the contractor under their own arrangements. Replacement of Pre-Filter/ Carbon Filter/ Sediment Filter/ Membrane candle will be made during CAMC or as and when required.</p> <p>b The bidder shall be responsible for arranging and maintaining at his own cost all materials, tools & tackles, access facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents.</p> <p>c Free replacement of worn-out/exhausted parts like Compressor, Fan motor, Chiller tank, Ultra-Violet Lamp, On-off switch, controlling PC, RO system and inlet/ outlet pipe with new parts during the periodical servicing or breakdown visits during the service contract period. All worn-out parts shall be the property of the contractor. All parts should have ISI, ISO or equivalent certification wherever applicable.</p> <p>d The bidder shall be responsible for cleaning of Water coolers & Purifiers once in a month regularly and affix a sticker on the machine mentioning date of cleaning.</p> <p>e The bidder shall be responsible for cleaning of water Over-head tank (s) once in a six month positively preferably during the winter and summer vacation and affix a sticker on the machine mentioning date of cleaning.</p> <p>f The bidder has to provide/ depute at least two on-site qualified Technicians having adequate experience all the day during office hours to attend the complaints. The number of technicians should be increased during the period of peak demand in summers as per requirement.</p> <p>g The bidder shall resolve complaint on the same day and should not be prolonged more than 36 hours otherwise replacement of machine (alternative arrangement) should be provided unless existing machine is repaired.</p> <p>h It will be the responsibility of the contractor to ensure that the equipments covered under the contract remains functional through-out the contract period and the contractor shall handover the charge of all equipments in working condition at the time expiry of the contract period.</p>

3	Tender Documents & its Clarification:			
	a	The tender document can only be downloaded free of cost after registration of bidder on website: https://eprocure.gov.in/eprocure/app between start date and end date of tender.		
	a	A prospective bidder requiring clarification on the tender document may notify to the Professor in-charge Water Coolers or Assistant Registrar Stores & Purchase in writing, at least three days before from the due date of submission of bids, and a response will be sent in writing to the clarifications sought prior to the date of opening of the tenders.		
4	Amendment & Corrigendum:			
	a	At any time prior to the date submission of bids, the Institute, may, for any reason, whether at its own initiative or in response to a clarification sought by a prospective bidder, amend bid document by issuing corrigendum.		
	b	The corrigendum will be notified/ published in e-tendering website CPPP (Central Public Procurement Portal) & Institute website only. Any corrigendum, addendum etc. issued shall be part of this tender document and shall be made available on this e-tender portal.		
	c	In order to afford prospective bidders reasonable time in which to take the amendment into account in preparing their bids, the Institute may, at its discretion, extend the last date for the receipt of bids if required.		
5	Earnest Money Deposit:			
	a	The EMD of Rs. 1,50,000.00 (One Lacs fifty thousand Only)) shall be remitted through RTGS/NEFT/ bank deposition into Institute bank Account as under:		
		Account Name	Bank Name	Bank A/c No.
		Director MANIT Bhopal	State Bank of India	10020150107
				Bank IFS Code SBIN0001608
		The bidder is instructed to submit the RTGS/ NEFT/ Bank deposition slip along with Technical Bid to prove the transfer of payment. No cash/ DD towards EMD shall be accepted. The offers without EMD from the bidders shall be rejected.		
		The Institute shall not be liable for payment of any interest on EMD		
	c	Any request by the bidders to consider their EMD already furnished by them to any of the other office of the Institute, for any other contract/ tender will not be considered as EMD for this tender.		
	d	The EMD will be returned to the unsuccessful bidders soon after the orders are placed on the successful bidder.		
6	Submission of Tender:			
	a	The original and all copies of the bid document shall be signed by owner or an authorized person with rubber stamp.		
	b	The person signing the tender form or any other documents on behalf of the bidder shall be deemed to warrant that he has authority to bind the bidder. If it subsequently comes to light that the person so signed had no authority to do so, the Institute may without prejudice to any other civil & criminal remedies cancel the tender and hold the bidder liable for all costs, charges and damages.		
	c	The bidder is expected to examine all instructions, forms, terms & conditions and scope of work in the tender document and to furnish all documents or information with its bid as instructed in tender document through e-tending website i.e. https://eprocure.gov.in/eprocure/app . No documents shall be submitted in hard copy (s)		

	d	The bidder is instructed to give their online offer through two bid system for this tender. Technical Bid and Price Bid.
	e	The technical bid cover shall include/ certain all technical details and the commercial documents as mentioned in the document EXCLUDING ANY PRICE DETAILS THEREOF.
	f	The Price bid cover shall certain only rate of maintenance & replacement of parts under CAMC.
	g	Tenders received in open covers/ letters/ fax/ email will not be considered.
	h	Complete & concise bids (Technical & Price) must be uploaded on the website https://eprocure.gov.in/eprocure/app within the stipulated time frame of the tender.
	i	The Institute may, at its discretion, extend the deadline for the submission of bids by amending the tender documents, in which case all rights and obligations of the Institute and bidders previously subject to the deadline shall thereafter be subject to the deadline as extended. The prospective bidders are advised to remain in touch with website for any update in respect of their tender.
7	Technical Bid Submission:	
	Bidder should submit following documents sequentially duly signed along with bid:	
	a	Chapter-I--- Instructions to Bidders
	b	Chapter-II--- Eligibility & Qualification Criteria
	c	Chapter-III--- General Conditions of Contract
	d	ANNEXURE-1-- Bill of Quantity.
	e	ANNEXURE-2-- Primary Compliance Statement
	f	ANNEXURE-4-- Undertaking for participation
	g	Copy of Certificate of Registration of Company/ Firm/ Agency.
	h	Copy of valid GST Number and Income Tax Account Number PAN.
	i	Proof of RTGS/ NEFT/ Bank deposition of Rs. 1,50,000.00 (One Lacs Fifty Thousand Only) towards Earnest Money Deposit.
	J	Copies of Purchase order/ work Completion certificate from any Central/State government organizations, PSU's, Universities, Hospitals, Government research Institute or other government organizations in India during the last 5 years ending 31st March, 2018.
	k	Dealer/ Distributor ship certificate from any Original Equipment Manufacturer of Water Cooler or Water Purifiers.
	l	Copy of Balance Sheets/ Chartered Accountant Certificate of last three years for assessing turnover.
8	Price Bid Submission:	
	a	The bidder would have to quote the prices for the total scope of work in the ANNEXURE-3 . Partial quote are liable to be rejected.
	b	The bidder shall take into account all costs including unloading at the locations at Institute, cartage etc. for giving delivery of material at site(s) before quoting the rates. In this regard no claim what so ever shall be entertained.
	c	The bidders are advised not to indicate any separate discount. Discount, if any, should be merged with the quoted unit prices. Discount of any type, indicated separately, will not be taken into account for evaluation purpose. However, in the event of such an offer, without considering discount, is found to be the lowest, the Institute shall avail such discount at the time of award of contract.
	d	The price quoted in price bid shall be firm but subject to change in rate of applicable taxes if any.

	e	No extra payment shall be paid on account of any discrepancy in nomenclature of items. The bidder shall seek clarifications if any before submitting the tender.
	f	No representation for the enhancement of the prices of the accepted tender or alteration of the terms and conditions will be entertained till supplies are completed to the designated location.
9	Withdrawal, Substitution and modification of Tender:	
	a	The bidder, after submitting the tender, is permitted to withdraw and resubmit as per laid down the procedure given on Government CPPP up to the date and time of the tender through on-line only. Any such request received after prescribed date and time of receipt of tender will not be considered. No bid shall be withdrawn in the interval between the deadline for submission of bids and expiration of the period of bid validity. Withdrawal of bid during this period will result in forfeiture of the bidder's EMD and imposition of other sanctions.
10	Opening of Technical bid:	
	a	The Technical bid of tenders will be opened on 21/08/2018 at 11.00 hours . The bidder or their authorized representative (only one person) may be present at the time of opening of the tender.
11	Opening of Price Bid:	
	a	The Price bid of only technically qualified bidders will be opened on the stipulated due date. The date & time for opening of Price Bid shall be intimated to the technically qualified bidders through website https://eprocure.gov.in/eprocure/app or telephonically or email after the evaluation of technical bid.
12	Validity of Tender:	
	a	The tender shall be valid for a period of 60 days from the date of opening of the technical bid of tender. Terms and financial details submitted in the bid shall be treated as firm during the 60 days period.
	b	In exceptional circumstances, prior to the expiry of the bid validity period, the Institute may request bidder to extend the period of validity of their bids. The request and the responses shall be made in writing.
13	Evaluation of Bids:	
	a	If there is a discrepancy between the unit price and the line item total that is obtained by multiplying the unit price by the quantity, the unit price shall prevail and the line item total shall be corrected, unless in the opinion of the Institute there is an obvious misplacement of the decimal point in the unit price, in which case the line item total as quoted shall govern and the unit price shall be corrected.
	b	If there is an error in a total corresponding to the addition or subtraction of sub totals, the subtotals shall prevail and the total shall be corrected.
	c	If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (a) and (b) above.
	d	To assist in the examination, evaluation, comparison of the bids and qualification of the bidders, the Institute may, at its discretion, ask any Bidder for a clarification of its bid. Any clarification submitted by a bidder in respect to its Bid and that is not in response to a request by the Institute shall not be considered. The Institute's request for clarification and the response shall be in writing only.

	e	If a bidder does not provide clarifications of its bid by the date and time set in the Institute's request for clarification, its bid may be rejected.
	f	The Institute reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to supply order, without thereby incurring any liability to bidders. In case of annulment, all bids submitted and specifically bid document, EMD deposits shall be promptly returned to the bidders.
	g	The Institute shall compare the evaluated prices of all substantially responsive bids to determine the lowest evaluated bid for a particular location. The comparison shall be on the basis of landed cost at individual destination. In case offered prices quoted by bidders are same or at par, the Institute shall determine lowest by assessing the turnover of bidder & value of order completed.
	h	At the time the contract is awarded, the Institute may increase the quantity of Equipments without any change in the unit prices or other terms & conditions of the bid and the bidding documents subject to the acceptance of bidder in writing for the same.
	i	The Institute have right to verify the particulars furnished by the bidder independently.
14	Period of Contract	
	a	The CAMC will be for the period of one year starting from the date of award. However, the Institute reserves the right to terminate the contract forthwith in the case of poor performance and to also to extend it on same terms & conditions beyond one year subject to satisfactory performance of the service provider.
15	Causes of rejection of Tender:	
	a	The bidder must be a single company, consortium will not be allowed.
	b	While submitting the tender, if any of the prescribed conditions are not fulfilled or are incomplete in any form, the tender is liable to be rejected.
	c	If any bidder stipulates any condition of his own, such conditional tender is liable to be rejected.
16	Forfeit of Earnest Money Deposit:	
	a	If any bidder withdraws his tender before the period of 60 days from the date opening of bid or makes any modifications in the terms and the conditions of the tender which are not acceptable to the Institute, then the Institute shall, without prejudice to any other rights or remedy, be at liberty to forfeit the EMD.
	b	The EMD will also be forfeited in following cases: <ul style="list-style-type: none"> i. If the bidder fails to accept the work order based on his offer (bid) and within the prescribed time. ii. If the bidder fails to start repair & Maintenance work as stipulated in Work order. iii. Bidder for any reasons whatsoever withdraws the tender after it is accepted or become unable or fails to execute the orders within contract period. iv. Submission of misleading/contradictory/false statement or information and fabricated/invalid documents is detected before or after the issue of order to execute the supplies.

17	Notification of Award:	
	a	Prior to the expiry of the period of bid validity, the Institute shall notify the successful bidder, in writing, that its bid has been accepted. The notification letter shall specify the sum that the Institute will pay to the bidder in consideration of the Comprehensive Annual Maintenance Contract (CAMC) for Water Coolers and Water Purifiers with the details of selected location.
18	Penalty Clause	
	a	In case, contractor fails to attend the complaint within 36 hours and no replacement is provided, a deduction of Rs. 1000/- per day per unit will be imposed which will be recovered from the running bills.
	b	If the Institute feels that any of the water cooler & purifier under the contract was not properly maintained or serviced by the contractor, deduction of Rs.1000/- per day per unit from the bills will be made. The decision of the Institute as regards the reasonableness of deduction will be final and binding on the agency.
19	Terms of Payment & its Procedure:	
	a	Payment shall be made (subject to deduction of Tax) on quarterly basis after completion of quarter (s) upon submission of followings: <ol style="list-style-type: none"> 1. Bill/ Invoice having GSTN and IT-PAN. 2. Task Completion/ No pendency Certificate. 3. Recommendation of Professor I/c Water Cooler. 4. Any other document asked by Institute.
20	Claims:	
	a	If the services of cleaning, repair & maintenance in respect of Water Coolers and Water Purifiers are found not up to the mark as stipulated in tender document and work order, the Institute shall have right to totally reject the CAMC. The bidder shall reimburse to Institute, the claim lodged in writing within 15 (fifteen) days of its demand. The bidder shall also compensate for losses, if any, sustained by Institute due to defective services.
We confirm with our acceptance to the instructions (Sl.No-1 to 20 above) as given above.		
Date:		BIDDER'S NAME & SIGNATURE WITH SEAL
<i>These duly signed "Instructions to the Bidders" as under shall be attached with Techno-Commercial bid of the tender as a mark of acceptance of bidder and any tender not confirming the instructions as under is liable to be rejected.</i>		

CHAPTER-II	
ELIGIBILITY & QUALIFICATION CRITERIA	
1	The bidder should be a Company/Partnership firm/Proprietary firm registered with appropriate authority and have a registered office in India and operation from at least 05 (Five Years) as on 31/03/2018
2	The average financial turnover during the last three consecutive financial years should be at least Rs. 10,00,000.00 (Ten Lacs) per year and should have positive net worth. Relevant supporting document like Balance-Sheet/ CA certification must be submitted.
3	The bidder must have Income Tax Permanent Account Number (PAN), valid GST Number. Copy of the same shall be attached.
4	The bidder should have experience in successfully AMC execution work of similar nature during last 05 (five) years in any Central/State government organizations, PSU's, Universities, Hospitals, government research Institute or other government organizations in India. (Bidder must submit copy of PO/Completion Certificate from the Client in following manner. 1. One similar work costing not less than 80% of the estimated cost. OR 2. Two similar work costing not less than 60% of the estimated cost. OR 3. Three similar work costing not less than 40% of the estimated cost.
5	The bidder should be Authorized Dealer/Distributor/Channel partner of the Water Cooler/ Purifier OEM. Valid Certificate from OEM needs to be submitted.
6	The bidder should have a clean Track record and should not have been black listed by any Govt.or Quasi- Govt organization at any point of time. An undertaking shall be submitted.
7	The bidders who have refused to execute any work order issued by MANIT in the past are disqualified from participating in this tender.
We confirm with our acceptance to the instructions (Sl.No-1 to 07 above) as given above.	
Date:	BIDDER'S NAME & SIGNATURE WITH SEAL

CHAPTER-III	
GENERAL CONDITIONS OF CONTRACT	
1	<p>Abbreviations & Acronyms:</p> <p>a Abbreviations & Acronyms and Definitions used in this tender document shall be in accordance with GFR 2017 and Manual for procurement of Goods 2017.</p>
2	<p>Language of Bids:</p> <p>a The bids prepared by the bidder and documents relating to the bids exchanged by the bidder and the Institute, shall be written in the English language only. Moreover, the printed literature/technical details may be furnished in English/Hindi.</p>
3	<p>Standards of Performance:</p> <p>a The bidder shall perform the Services and carry out its obligations under the contract with due diligence, efficiency and economy, in accordance with generally accepted techniques and practices used in the industry and with professional engineering and consulting standards recognized by international professional bodies and shall observe sound management, engineering practices. It shall employ prudent technical and engineering practices. It shall employ advanced technology and safe and effective equipment, machinery, material and methods. The bidder shall always act, in respect of any matter relating to this contract, as faithful advisors to the client and shall, at all times, support and safeguard the client's legitimate interests in any dealings with third Parties.</p>
4	<p>Force Majeure:</p> <p>a In the event of any unforeseen circumstances directly interfering with the supply of goods/work/service arising during the execution of order such as war, hostilities, acts of the public enemy, civil commotion, sabotage, fires, floods, earthquakes, explosions, epidemics, quarantine restrictions, strikes, lockouts, or acts of God, the bidder shall, within a week from the commencement thereof, notify the same in writing to the Institute with reasonable evidence thereof. Either party shall have the option to terminate the contract on expiry of 90 days of commencement of such force majeure by giving 14 days "notice to the other party in writing. In case of such termination, no damages shall be claimed by either party against the other.</p>
5	<p>Code of Ethics:</p> <p>a The Institute as well as the Bidder shall observe the highest standard of ethics including laws against fraud and corruption in force in India namely "Prevention of Corruption Act 1988", during the Supply & Installation or execution of such contracts. If the bidders are found in bid pooling or against law against fraud and corruption then their firms may be blacklisted.</p>
6	<p>Address for communication:</p> <p>a All the communication with respect to the tender shall be addressed to: The Assistant Registrar- Stores & Purchase Maulana Azad National Institute of Technology, Bhopal- 462 003</p>
7	<p>Jurisdiction:</p> <p>a In the event of any dispute the legal matter shall be subjected to the jurisdiction of Bhopal court only.</p>
We confirm with our acceptance to the instructions (Sl.No-1 to 07 above) as given above.	
Date:	BIDDER'S NAME & SIGNATURE WITH SEAL

		Bill of Quantity	ANNEXURE- 1
Ref:	Tender document No: S&P/2018/279 date:27/07/2018		

SN	Name of Location	Quantity in Numbers					Remarks
		Water Purifier				Water Cooler	
		200	600	RO	Domestic		
1	New Teaching Block		7			7	
2	Mechanical	2	1		2	5	
3	VIP Guest House	1			1	2	
4	Sub Station		1			1	
5	Rolta Centre		1			1	
6	Shopping Complex		1			1	
7	Sport Complex		2			3	
8	MSME	1	1			2	
9	Civil Deptt.		2			3	
10	Chemical Deptt.		1			1	
11	Faculty Guest House		1			1	
12	Electronics Deptt.	1				1	
13	Director Office	1				1	
14	Director Residence				1		
15	Library		2			2	
16	Architecture	1	2			4	
17	Dispensary					1	
18	Bioinformatics		2			2	
19	G-9			1		1	
20	Security Office	1				1	
21	Energy Center	2				2	
22	Girls Common Room	1				1	
23	CSE	1				1	
24	State Office	1	2			3	
25	Officer Club					1	
26	Main Canteen		1			1	
27	Electrical Deptt.	2				2	
28	MCA Deptt./Maths		1			1	
29	A 201					1	
30	Vehicle Section	1				1	
31	Administration			1		1	
32	Chemistry Deptt.(Lab.)	1				1	
33	H. No.01		6			6	
34	H. No.02		4			4	
35	H. No. 03	-	-	-	-	-	Under Renovation
36	H. No. 04	-	-	-	-	-	Under Renovation
37	H. No.05		10	1		10	
38	H. No.06		6			6	
39	H. No.07		17			17	
40	H. No.08		13	2		15	
41	H. No.09/NRI		5			5	
42	H. No.10		43	4		45	
Total		17	132	9	4	164	

		ANNEXURE- 2
PRIMARY COMPLIANCE STATEMENT		
Ref:	Tender Document No: S&P/2018/279 dated 27/07/2018	

SN	Institute Requirement as per tender document	Compliance		Deviation if any
		Yes/ No	Ref Page No	
1	Chapter-I- Instructions to Bidders			
2	Chapter-II- Eligibility & Qualification Criteria			
3	Chapter-III-General Conditions of Contract			
4	ANNEXURE-1 Bill of Quantity.			
5	ANNEXURE-2 --Primary Compliance Statement			
6	ANNEXURE-3 --Format for submission of Price Bid			
7	ANNEXURE-4 -- Undertaking for participation			
8	Copy of Certificate of Registration of Company/ Firm/ Agency.			
9	Copy of valid GST Number and Income Tax Account Number PAN.			
10	RTGS/ NEFT/ Bank deposition slip of Rs. 1,50,000.00 (One Lacs fifty thousand Only) towards Earnest Money Deposit.			
11	Copies of Purchase order/ work Completion certificate from any Central/State government organizations, PSU's, Universities, Hospitals, Government research Institute or other government organizations in India during the last 5 years ending 31st March, 2018			
Name & Address of Client		Nature of Work	Work Order No & Date	Amount of Work Order
12	Dealer/ Distributor ship certificate from any Original Equipment Manufacturer of Water Cooler or Water Purifiers.			
13	Financial Turnover during last three year Rs. 10,00,000.00 (Ten Lacs) (Please attach Copy of Balance Sheets/ Chartered Accountant Certificate)			
Financial Year		Amount (in Lakhs)	Remarks, if any	
2017-18				
2016-17				
2015-16				

Seal & Signature of Bidder

		ANNEXURE- 3
FORMAT FOR SUBMISSION OF PRICE BID		
To,		
The Director		
MANIT- Bhopal- 462 003		
Sub:	Price Bid with reference to Tender Document No: S&P/2017/279 dated 27/07/2018.	

SN	Description of Equipment & its type	Qty	CAMC Charges Per Unit/Year	Total Charges before tax	GST	Total CAMC Charges after tax
1	Water Cooler	164				
2	Water Filter Model No: 200	17				
3	Water Filter Model No 600	132				
4	Domestic Filter	4				
5	RO System	9				
Sub- Total						
Net offered Price→						
Net offered Price (In Words)						
The followings things are confirmed and undertake by us that:						
	The above said offer of Comprehensive Annual Maintenance Contract (CMAC) of Water Cooler and Purifiers is “on single responsibility basis” at different locations of Institute.					
a	The total rate quoted above are inclusive of transportation (if required), periodic maintenance, breakdown service, labour, spare parts, consumable etc.. No other charges shall be payable.					
b	Offer price shall be valid for a period of 60 days from the date of opening of bid of this tender.					
c	We agree with the terms and conditions specified in “Instructions to Bidders” and if selected, the execution of supplies would be made in compliance.					
Date:				Signature of Authorized Bidder with proper rubber stamp		
				Name:		
				Designation:		

		ANNEXURE- 4
	(Undertaking from Bidder on their official stationery)	
To,		
The Director		
Maulana Azad National Institute of Technology		
Bhopal- 462 003		

Sub:	Undertaking for the participation in the tender No: S&P/2018/279 dated 27/07/2018.
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Dear Sir,

HAVING EXAMINED AND PERUSED THE FOLLOWING DOCUMENTS	
1	Notice Inviting Tender
2	Instruction to Bidders Chapter-I,II and III
3	Bill of Quantity (Annexure-1)
4	Primary Compliance Statement (Annexure-2)
5	Price Bid (Annexure- 3)
6	Contract Agreement (Annexure- 5)
<p>I/Wedo hereby submit the above tender in prescribed formats duly completed in all respects in accordance with the conditions applicable. If this tender is accepted, I/We agree to abide by and fulfill all the terms and conditions in the tender documents</p> <p>I/We hereby distinctly and expressly declare and acknowledge that before the submission of this tender, I/We have carefully followed the instructions and I/We have understood the existing system of Supply & Maintenance at the location of purchaser including the scope and nature of duties expected from the bidder.</p> <p>I/We distinctly agree that I/We would hereafter make no claim or demand upon the purchaser based upon or arising out of any alleged misunderstanding or misconceptions or mistake on my/our part of the said stipulations, restrictions and conditions.</p>	
<p>I/ We declare that our unit has never made any default in supply & services to Government / Semi Government/ Central or State Public Sector Enterprise(s) in terms of quality and financial agreed supply conditions.</p>	
<p>I/We fully understand the terms and conditions in the tender documents.</p> <p>I/We understood that the Institute is not bound to accept any proposal that it may receive without assigning any reason.</p>	
Date:	Authorized Signatory

To be furnished after award of contract on appropriate Stamp paper	
ANNEXURE- 5	
CONTRACT AGREEMENT	
<p>This agreement is made on the _____ day _____ (Month) _____ (Year) between the Maulana Azad National Institute of Technology through The Registrar , MANIT Bhopal- 462003 (Maulana Azad National Institute of Technology Bhopal) hereinafter called “the Institute”, which expression shall, unless excluded by or repugnant to the context, be deemed to include its successor in office and assigns of the one part AND _____ (Name and address of the contractor) through Shri _____, the authorized representative (hereinafter called “the contractor”) (which expression shall, unless excluded by or repugnant to the context, be deemed to include its/their heirs, successors, executors, administrators, representatives and assigns) of the other part. Under which the contractor shall provide ‘Comprehensive Annual Maintenance Contract (CAMC) of Water Coolers and Purifiers installed at different locations in the Institute Campus- Bhopal.</p>	
NOW THIS AGREEMENT WITNESSETH as follows:	
1	In this Agreement words and expression shall have the same meanings as are respectively assigned to them in the Terms and Conditions of contract hereinafter referred to.
2	The following documents shall be deemed to form and be read and constructed as part of this Agreement, viz:
a	Notice Inviting Tender
b	Instruction to Bidders Chapter-I,II and III
c	Bill of Quantity (Annexure-1)
d	Primary Compliance Statement (Annexure-2)
e	Price bid (Annexure- 3)
f	Under taking of participation (Annexure- 4)
g	Work order (s)
3	In consideration of the payments to be made by the Institute to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Institute to execute and the AMC services with effect from _____ as per the provisions of this Agreement and the tender documents.
4	The Department hereby covenants to pay the contractor in consideration of the execution and completion of the works/services as per the provisions of this Agreement and the tender documents, the contract price of Rs. _____ (_____ Rupees in words).
5	Being the sum stated in the letter of acceptance subject to such additions thereto or deductions there from as may be made under the provisions of the contract at the times in manner prescribed by the contract.
IN WITNESS WHERE OF the parties hereto have signed the Agreement the day and the year first above written	
For and on behalf of the Contractor Signature of the authorized official	For and on behalf of the Institute Signature of the authorized Officer
Name of the official	Name of the Officer
Stamp/Seal of the Contractor	Stamp/Seal of the Employer
Witness	Witness
Name	Name
Address	Address
Mobile No:	Mobile No: