

TENDER FOR SUPPLY OF ITEMS/ MATERIALS FOR TMC / MM-I/2.3

Price: Rs. 500.00

Issued to _____

Money receipt / DD No.:

Date:

**TENDER FORM FOR SUPPLY OF ITEMS / MATERIALS FOR TMC/MM-I/2.3
PROJECT AT DEPARTMENT OF FARM POWER & MACHINERY, DR PDKV.,
AKOLA**

To,
The Chairman, Purchase Committee &
Dean, Faculty of Agricultural Engineering,
Dr, Panjabrao Deshmukh Krishi Vidyapeeth,
P.O. Krishi Nagar
Akola 444 104 (MS.)

Dear Sir,

1. In response to the tender notice published in the daily news paper Dainik Navbharat & Dainik Rajdrapan dated 17/11/2010 or at web site <http://www.pdkv.ac.in/>. I/ We submit herewith the tender form for the supply of 'items / material for TMC/MM-I/2.3 Project' at Department of Farm Power & Machinery
2. I / We have thoroughly examined and understood the terms and condition of the tender mentioned in Appendix-I and I / We agreed to abide by them in full.
3. I / We offer to undertake the supply of items / material for TMC/MM-I/2.3 project and quoted the rates inclusive of all taxes, freight etc. as given in Appendix-II. It is agreed that no addition charges other than those mentioned in Appendix-II would be payable to me /us.
4. I / We accept that the rates offered shall remain valid for the period up to 31/03/2011 from the date of execution of agreement. I / We further agreed that if the date up to which the offer would remain open be declared as holiday for office, then offer will be remain open for acceptance till next working day.
5. I / We shall be bound by communication of acceptance of the offer, dispatched within prescribed time.
6. I / We accept that the right to accept or reject whole or part of the tender without assigned any reason is reserved with the university. The decision of the university will be final and shall be binding on me/ us.
7. As required by the term and condition of tender as amount of Rs. _____ (1% of the estimated cost of item/material for the item tender) of Appendix-II paid by me / us as Eastern Money Deposit (E.M.D.) through demand draft (DD) of any

nationalized or scheduled bank payable at State Bank of India, Dr. P. D. K. V., Akola Branch No. 2171, Akola Bearing No. _____ dated _____ in favour of Assistant Registrar, College of Agricultural Engineering, Dr. PDKV, Akola. Payment of EMD in any other form will be not accepted.

8. In case equipments are available in foreign currency, the prices should be quoted in respective foreign currency. If desired, The University would like to enter into the matter of Letter of Credit (L. C.).
9. I / We agreed to undertake to supply the items/materials of office mentioned in final supply order and as per the specification of the final orders within two weeks from the dated of supply order or the date specified in the supply order.
10. As per the terms and condition Part-I of Appendix-I, I / We are submitting my /our offer in two sealed envelops enclosed in envelop No. 3. Envelop No. 1 contents documents as per the condition Sr. No. 5 of Part-I of Appendix-I. Envelop No. 2 includes rate quoted by me/us in Appendix-II.
11. I / We also agreed the university has full write to open / consider the second envelop if and only if university satisfied with information contents in envelop No.1. The decision of the university regarding this will be final and will be binding on me / us.
12. I / We hereby declared that the entries made in this tender form, i.e. in Part-II of Appendix-I and Appendix-II are binding on me / us. I / We shall be bound by the act to my / our authorized representative duly constituted Attorney Shri _____ whose signature is appended here to in the place specified for the purpose and of any other person who in future may be appointed by me/us in his place to carry on the business of the concern / agency / firm. The intimation of such change will be given to the chairman, Purchase Committee & Dean, Faculty of Agricultural Engineering, Dr, PDKV, Akola.
13. I / We hereby take the responsibility of maintaining the item / materials at their locations at free of cost in warranty period. I/we hereby take the responsibility to provide the service under AMC after expiry of warranty periods.

The following documents duly filled in and signed are enclosed along with tender. The part 1 of Appendix-I being the terms and conditions is retained by me/us for my/our information and record.

Place:

Yours faithfully,

Date:

Signature of the supplier

Capacity in which signing: _____

Name and address of the firm/supplier/tenderer: _____

Registration No. of supplier/tenderer: _____

List of documents (Checklist)

- i) Tender form
- ii) Two Demand draft (for EMD) & (Cost of Tender form)
- iii) Sales Tax Registration certificate/ Sale tax return certificate
- iv) Original catalogue, pamphlets/pictures of the items/materials offered
- v) Copy of certificate as Manufacturer / Dealer/Distributor/ supplier
- vi) Photocopy of exemption certificate of EMD (if applicable)
- vii) Part II of Appendix-I

| | | | | |
|---------|-------|-----------|------------|-----------|
| 1. Bank | Draft | No. _____ | Date _____ | Rs _____. |
| 2. Bank | Draft | No. _____ | Date _____ | Rs _____. |

Signature of constituted
attorney/authorized representative

Signature _____ Date: _____

Name & Address: _____

APPENDIX-I

Terms and conditions governing supply “items/materials for the TMC/MM-I/2.3 project”

Part-I

- 1) Sealed tenders are invited from manufacturers /authorized / dealers of manufacturers / authorized suppliers / dealer of overseas /supplier who are willing to undertake supply of items / materials as per as the specifications mentioned in appendix-II during 11:00 hrs to 17:00 hrs on working days and upto **14:00 hrs on last date 01/12/2010**. The tenders will be opened on **01/12/2010 at 15:00 hrs** in the presence of intending suppliers/ representatives who desire to attend.
- 2) The rates both in words and in figures without any corrections or over writing should be quoted in Appendix-II for each individual item separately. Any over writing or rewriting should be duly countersigned. **The rates must be valid up to March 31, 2011.**
- 3) The tenderer must enclose adequate documents to prove their authorization claim, the authority letter should include the details of principle supplier / manufacturer regarding their full address, contact person, e-mail address, fax no. and address of the website and if not enclosed this, university reserves the rights to accept or reject tenders of these agencies. The decision of the university regarding this will be final and shall be binding on tenderers.
- 4) Tenderers will have to supply items / materials as per the Appendix-II. The tenderer should quote the rates inclusive of essential /optional accessories of all charges in Appendix-II only of the tender form downloaded from the website and not on any other form.
- 5) The tenderer should submit his offers in separate two envelopes i.e. first envelope with superscription “**TENDER FOR SUPPLY OF ITEMS & MATERIALS FOR TMC/MM-I/2.3 PROJECT**” (**TECHNICAL INFORMATION**) **ENVELOPE NO. 1**”
 - i) DD for Tender cost Rs. 1000/-
 - ii) D.D. for E.M.D. (should be 1 % of the cost of Total Tendered Item(s). In case of E.M.D exemption relevant certificates be enclosed).
 - iii) Sale Tax (VAT No. Registration certificate/ Sale tax Return Certificate/ TIN No
 - iv) Original catalogs Pamphlets/pictures of the appliances offered. Documents in support to reveal capacity to provide services after sale.
 - v) Certificate of the Sole manufacturers authorized dealers of the manufacturer/authorized suppliers of the overseas /local supplier/shop act license
 - vi) Part-II of the Appendix-I dully filled.
 - vii) Income tax return of last year 2009-2010
 - viii) Pan card zerox(Important: Above (i) to (viii) documents if not enclosed the Envelope No.2 will not be opened)
- 6) The tenderer should provide the rate quoted only in the Appendix-II in second envelope with superscription “**TENDER FOR SUPPLY OF ITEMS &**

MATERIALS FOR THE TMC/MM-I/2.3 PROJECT” (RATES) ENVELOP NO.2

- 7) Enclose sealed envelope No.1 and 2 in envelope No.3 with superscription “**Tender for supply of items/materials for the TMC/MM-I/2.3 project**” and be submitted to undersigned.
- 8) The intending suppliers should quote the rates inclusive of all expenses, charges, taxes, duties, transportation, packing and forwarding, insurance etc. i.e. “All Inclusive” (in the prescribed format enclosed with this tender form) with free delivery as mentioned in Appendix-II at Dr.P.D.K.V.,Akola. However, the octroi will be over and above this, is applicable. The items / materials will have to be supplied as per the specifications within **TWO WEEKS** or as per the last date mentioned in the supply order. In case of tender requires more time than as stipulated above for effecting actual supply of a particular item shall specifically mentioned in tender form.
- 9) Undersigned will reserve full rights to open / consider the second envelop if and only if university is satisfied with information contents in envelop No.1. The decision of the university regarding this will be final and shall be binding on tenderer.
- 10) The supplier will have to supply, in full the article as per the order any where in Vidarbha region till date of validity of the rates.
- 11) This university do have the exemption in octroi & excise duty, the certificate will be provided along with the supply order if necessary.
- 12) The tenderer shall have to deposit the Earnest Money Deposit (**E.M.D.**) 1 % of the cost tendered through **Demand Draft (Nationalized Bank only)** drawn on State Bank of India, Dr.PDKV, Akola (Branch No.2171), payable to **Assistant Registrar, College of Agricultural Engineering, Dr. PDKV, Akola** and the same should be enclosed in Envelope No-1 of the tender. The tender E.M.D. or less E.M.D will not be considered. If the tenderer having exemption for EMD, he should enclose the copy of the certificate and be produce original for verification on the date of opening of the tender. The amount of EMD will be refunded in case of unsuccessful tenderer on submission of application soon after the final decision or after placing final supply order. In case of successful tender, it will be adjusted against the security deposite.The university will not make any payment towards interest on such deposit.
- 13) The specimen of “Agreement Bond” will be provided along with letter of acceptance to the tenderer whose rates are accepted by university. The tenderer shall have to execute agreement in the form of Stamp Paper costing Rs.100/- or fixing court fee stamp on agreement paper, which should be submitted to this office ordering supply within specified time. The agreement received under seal and signature of tenderer will become legal agreement between the tenderer and the university, which will be binding on tender within Akola jurisdiction.
- 14) Tenderer at the time of order / agreement will have to furnish **security deposit@ 3 % of total cost** of the items accepted and ordered for supply by the University as offered in the tender through demand draft **in favour of the Assistant Registrar, College of Agricultural Engineering & Technology, Dr. P.D.K.V., AKOLA.**
- 15) The amount of security deposit without any interest there on will be returned to the tenderer after 04 months or the expiry of the warranty period whichever is later from the date of supply.

- 16) If the tenderer fail to comply with the supply order within the specified period his order will be cancelled and EMD will be forfeited.
- 17) The quantity mentioned in Appendix –II of this tender is subject to variation according to actual requirement of this university project. The quantity may vary in case of competitive market rates. The right to enhance or reduce the quantity of any tendered items(s) and right to accept / reject whole or part of the tender, without assigning any reason, whatsoever, is reserved by the undersigned. The decision of the undersigned shall be final and it shall be binding on the tenderer.
- 18) On acceptance of the rates as per the approved tender, the supply order will be placed by head of the office of university.
- 19) As soon as the tenderer delivers the tender in the office of the undersigned, it shall be binding on him and shall not be able to withdraw or amend the offer.
- 20) The head of the office also reserves the right to accept or reject the supplies in full which do not strictly stick up the specifications.
- 21) The tenderer are bound to supply only genuine items / materials of the make / model / specification etc tendered by him /it and ordered for supply by the university /office under it shall be liberty to ask for production of sufficient proof that the manufacturer is rendering adequate business support to the tenderer /supplier or university will have the right to get satisfied approaching the manufacturer without noticing to the tenderer for genuinity of material and authority to supplier.
- 22) The undersigned reserves the rights to accept or reject higher version of instrument /equipment/material/item etc or any other items under the same terms and conditions and same price quoted by tenderer in Appendix-II.
- 23) In case of poor response from the suppliers, from the first call, the items of poor response will be retendered if necessary.
- 24) Final payment of items /materials will be only after receipt of material in total
- 25) The credit bill should be presented in triplicate in the name of respective authority as quoted in final supply order. For any delay in payment (interest or any other kind of compensation) the university will not make any extra payments. This contract will be governed as per items and conditions mentioned above, agreement made and the provisions contained in M.A.U. Account code 1991. Delay in supply within the prescribed time limit or the extended time limit, making of supplies not up to standard specification and performance or non observance or non acceptance of these terms and conditions by the tenderers shall constitute breach of contract and the security deposit or any other deposit of the tenderer shall be forfeited by the University besides other actions or reduction bills of supplies and /or other legal actions and finally the decision of University shall be binding on the tenderer.
- 26) Every page to tender should be numbered and signed with seal by the tenderer.
- 27) The right to accept or reject whole or part of the tender or all tenders without assigning any reasons thereof reserved by the University.

Encl: 1) Part-II of Appendix-I

2) Schedule of supplies in Appendix-II

Place: Akola

Date:

Chairman, Purchase Committee
and Dean, Faculty of Agriculture Engg.,
Dr. PDKV, AKOLA.

We have accepted above terms and condition agreed to abide by them.

Signature with seal of tenderer:

Capacity in which signing:

Name and address of the firm/supplier/tenderer:

Registration No. of firm/tenderer

APPENDIX I

Part –II

Undertaking to be given by the tenderer for “items/materials for the TMC/MM-I/2.3 project”.

Whereas, the Head, Department of Farm Power & Machinery, Dr. PDKV, Akola has called the tenders for supplies as per the enclosed Appendix No.-II.

I / We hereby offer our tender at the rates given in the enclosed Appendix -II duly filled in and signed by me / us and hereby also affix my / our signature(s) below this tender voluntary and full acceptance of all the terms and conditions of this tender, which shall be the agreement between the above tender calling authority and myself / us.

Enclosed: Appendix-II

Signature of the Supplier: _____

Name of the Supplier: _____

Capacity in which signing: _____

Full address of the Supplier with Seal / Stamps _____

Place :

Date :

Appendix II

Form of Tender rate quoted by me / us for supply of Item/material for the TMC/MM-I/2.3 project to the office under the Head, FPM

| Sr. No. | Name of Item/material | Specification | Material | Quantity | Basic cost of Item/material | VAT / TIN | Excise | Custom Duty | Packaging forwarding | Any other | Total Taxes | Cost of Item/material inclusive of all taxes | |
|---------|-----------------------------|---|-----------------|---------------------|-----------------------------|-----------|--------|-------------|----------------------|-----------|-------------|--|--|
| 1 | Electrical motor | DC 42 B 12 V, 5000 rpm | - | 40 | | | | | | | | | |
| 2 | Motor front plate | 70 x 50 x 20 mm | Aluminium | 40 | | | | | | | | | |
| 3 | Motor base plate | 70 x 50 x 20 mm | Aluminium | 40 | | | | | | | | | |
| | Stopper block | 60 x 30 x 20 mm | Aluminium | 40 | | | | | | | | | |
| 4 | Front plate | 75 x 70x 25 mm | Aluminium | 40 | | | | | | | | | |
| 5 | LM guide ways | 230 mm , MSA 15 A (HIWIN Make) | Hardened steel | 40 | | | | | | | | | |
| 6 | LM Block | MSA 15 A (HIWIN Make) | Hardened steel | 40 | | | | | | | | | |
| 7 | Ball screw with nut | Dia. 12 mm, Pitch-5 mm , Length- 230 mm | Steel | 40 | | | | | | | | | |
| 8 | Flexible coupling | Dia. 25 x 32 mm | Aluminium | 40 | | | | | | | | | |
| 9 | Spindle | Dia. 12 x 120 mm | Steel | 40 | | | | | | | | | |
| 10 | Limit switch | MCRS 16 R | - | 80 | | | | | | | | | |
| 11 | Base plate | 380 x 80 x 20 mm | Nylon 66/Teflon | 40 | | | | | | | | | |
| 12 | Metal Sheet | 2 mm, 650 x 350 mm | EN 08 | 10 | | | | | | | | | |
| 13 | Metal sheet | 1 mm, 400 x 200 mm | EN 08 | 20 | | | | | | | | | |
| 14 | Printed circuit board (PCB) | 1 feet x 1 feet | Epoxy | 50 | | | | | | | | | |
| 15 | Drill bit | 0.6 mm | Hardened steel | 50 each (250 units) | | | | | | | | | |
| | | 0.8 mm | | | | | | | | | | | |
| | | 1.0 mm | | | | | | | | | | | |
| | | 4.0 mm | | | | | | | | | | | |
| | | 5.0 mm | | | | | | | | | | | |

If the specification mentioned by the tenderer is deviated from the specification proposed by the University, tenderer have to give compliances in prescribed format given below

Proforma
Information regarding specification compliances

Name of tenderer _____

| Sr. No. | Sr. No. & Name of Item/material included in tender enquiry / form | Specification / part of the specification given in the tender form of the University for which tenderer has offered differently | Specification / part of the specification that the tenderer has offered differently | How the different specification is suitable for the intended use by the University |
|---------|---|---|---|--|
| | | | | |
| | | | | |