



PARIJA LIBRARY
UTKAL UNIVERSITY; VANI VIHAR
BHUBANESWAR-751004

No. PL-06/

26

/2019;

Date: **06.03.2019**

TENDER CALL NOTICE

Tender in plain paper in sealed covers invited by the undersigned from the intending reputed AMC Providers /Manufacturers/Suppliers/Purchasers those who are registered under Goods and Services Tax (GST) Act and having valid Registration No. of PAN, TIN/SRIN AND GST clearance certificate to procure/sell and AMC of different items as mentioned below for Parija Library, Utkal University for the year 2018-19. The last date of submission of Tender along with the required documents & EMD etc. is 20.03.2019 (up to 3:00 P.M).

The tender papers are available in Parija Library, Utkal University, which may be collected on payment of Rs.1, 000/- (Rupees one thousand) only (non-refundable) in a crossed demand draft drawn in favour of the Chief Librarian (I/c) Parija Library, Utkal University, payable at SBI, Utkal University Campus Branch, Bhubaneswar with effect from 07.03.2019 to 20.03.2019 during 10.00 A.M. to 3.00 P.M. on every working days except Sunday and public Holiday.

The same can also be downloaded from the website of the University (www.utkaluniversity.nic.in) and need to deposit a crossed demand draft of Rs.1,000/- (Rupees One thousand) only (non-refundable) drawn in favour of the Chief Librarian (I/c) Parija Library, Utkal University, payable at SBI, Utkal University Campus Branch, Bhubaneswar.

LIST OF ITEMS FOR AMC/ PROCUREMENT/SELLING

1. Annual Maintenance

- a) Passenger Lift (with 01 operator), Make- IBJI, No. of unit-01
E.M.D:- @ 5% of the quoted value or Rs.10, 000/- (Rupees ten thousand) only which is higher
- b) Fire Extinguisher- No. of units-08
E.M.D:- Rs.1000/- (Rupees two thousand) only
- c) UPS- No of units-64
E.M.D:- Rs.1000/- (Rupees one thousand) only

2. Book Binding

No. of books- 750 nos.

E.M.D:- Rs.3000/- (Rupees three thousand) only

Binding works will be done in the Library premises only.

3. Repairing & Selling of wooden furniture

E.M.D:- Rs.3000/- (Rupees three thousand) only

1. Chair Canning (Both side)
2. Chair Canning (One side)
3. Chair Repairing
4. Door Polishing
5. Door Repairing
6. Fitting of table top
7. Iron Book Self Repairing
8. Table Polishing
9. Table Repairing

DETAILS TERMS AND CONDITIONS OF THE TENDER NOTICE

1. The bid proposals are to be sent in 03 (three) separate sealed covers i.e. mentioning (i) Technical Bid (Annexure-I) (ii) Financial Bid (Annexure-II) (iii) Tender fee & EMD. These three envelopes should be kept in one sealed envelope dully super scribed with Tender Reference No. as appended hereunder:

AMC/Purchase/Works of _____	
From M/s. _____ Contact No. _____ E-mail _____	To Chief Librarian (I/c) Parija Library, Utkal University Vani Vihar, Bhubaneswar.

2. The bids without tender fees or EMD will summarily be rejected and no further communications in this regard shall be entertained. Those who are technically qualified, only their price bid shall be opened.
3. The bidders shall deposit earnest money as mentioned against each item in shape of Bank Draft/Pay Order in favor of Chief Librarian I/c Parija Library, Utkal University, payable at SBI, Utkal University Campus Branch, Bhubaneswar. The same will be refunded to the unsuccessful bidders whose tenders are not accepted within 15 days.
4. The AMC coverage period of Lift shall be for 03 (three) years. An MOU between the selected firm and Parija Library shall be made in which with other conditions it will be mentioned that no yearly price increase in three years and the payment shall be made every year at the time of renewal.
5. The Tender Paper (Technical Bid) shall be opened on 20.03.2019 at 4:00 P.M. in presence of the bidders or their authorized representatives.
6. If, the firm becomes unwilling to honor after it is selected in due process, its EMD shall be forfeited. There shall be no over writing on the Tender paper submitted.

7. The rates quoted shall be inclusive of all Taxes /GST, transportation, delivery and installation charges.
8. The bid submitted once cannot be withdrawn.
9. The Authorities of the University reserve the right to reject any or all tender/tenders without assigning any reason thereof. The incomplete tender papers or received after the scheduled date and time shall be rejected.
10. The Authorities are not bound to accept the lowest financial bid and reserve the right to negotiate the rates and other terms and conditions with the lowest bidders.
11. All disputes arising out of the transaction shall be subject to the jurisdiction of the Hon'ble High Court, Odisha.

CHIEF LIBRARIAN I/C
PARIJA LIBRARY
UTKAL UNIVERSITY
VANI VIHAR, BHUBANESWAR

Annexure-I

Technical Bid

01	(a) Name of Firm/ Company	
	(b) Name of contact person with details and mobile number	
02	Full Address	
03	E-mail address	
04	Telephone / Fax Number	
05	Date of establishment of the firm	
06	Status of the firm: (Proprietorship / partnership / company etc.) Attach photocopy of certificate	
08	Sale Tax No. /GST /TT No. (Attach photocopy of certificate)	
09	Service Tax Registration No. (Attach photocopy of certificate)	
10	TAN /PAN Number (Attach photocopy of certificate)	
11	Name and address of the banker	

Certified that:-

1. I / we have read the terms and conditions governing this work of the University and hereby agree to abide by them.
2. The agency (or any of its members) has neither been blacklisted by any central or state government organization in the last five years or any litigation pending with any of these department or Course of Law.
3. The information provided as above regarding the details of firms is correct and if found to be incorrect at later stage; our bids may be summarily rejected.

**Name and signature of the authorized
Signatory with seal**

Annexure-II

Financial Bid

Name and address of the firm _____

Sl No	Items	Unit Price	Taxes (Including all @%)	Price per Unit (Including all taxes)

**Signature of the authorized
Signatory with seal**