

## **NOTICE INVITING TENDER**

The item rate tender is for Supplying the 100 Kva silent DG Set.

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1. Sealed item rate tenders in the prescribed form are hereby invited from the competent suppliers by and on behalf of Board of Secondary Education, Odisha, Bajrakabati road, Cuttack for purpose 100 Kva D.G. set at Board of Secondary Education Odisha, Cuttack .Time allowed for completion is as mentioned in the Appendix to conditions of the contract is **1 month**.
2. Prescribed tender documents and terms and conditions of contract to be complied with by the intended tenderers, can be purchased from the office of the Board of Secondary Education, Odisha, Bjrakabati road, Cuttack on any working day between 11.00 am 4.00 pm from **Dt.21.08.2018 to Dt.27.08.2018** against the non refundable cash payment of Rs1000/-
3. Tenders should be submitted in person/by hand in sealed cover with the name of work written on the self addressed envelope to the Board of Secondary Education, Odisha, Bjrakabati road, Cuttack latest by 3.00 pm , on **Dt.03.09.2018** and will be opened on the next day at 4.00 pm in the presence of the tenderers or their authorized representative.
4. Tenderers must get acquainted with conditions of contract and other conditions carefully before tendering. No request for any change in rates or conditions for want of information on any particular point shall be entertained after receipt of tender.
5. The tenderers should quote rates for every item and write rates very clearly to avoid discrepancies.

6. Tenderers must submit with their tender, a crossed demand draft Rs. 20000/- (Rs. Twenty Thousand only) in favour of the Secretary, Board of Secondary Education Odisha, Cuttack towards Earnest money, Tenders, which are not accompanied with Earnest money, shall not be considered.

OTHER TERMS AND CONDITIONS FOR BIDDING THIS TENDER ARE ANNEXED. THIS NOTICE INVITING TENDER FORMS PART OF THE CONTRACT DOCUMENT.

Secretary,  
B.S.E, Odisha, Cuttack.

- NOTES :**
1. Incomplete and conditional tenders are liable to be rejected.
  2. Board of Secondary Education, Odisha, Cuttack is not bound to accept the lowest tender and reserves the right to accept or reject any tender without assigning any reason thereof.
  3. See also the terms of bidding tender as follow:-

### **TERMS FOR BIDDING TENDER**

#### **1. TENDERER TO SUBMIT INFORMATION**

The tenderer must be well experienced in the concerned field. The tenderer shall submit the following information.

- 1.1 Certification of his registration.
- 1.2 List of equipment owned by the tenderer.
- 1.3 References of works done over the past 3 years.

## **2. TENDERER'S ACQUAINTANCE**

The submission of this bidding document by the tenderer will be conclusive evidence to the fact that:

- 2.1 The Tenderer is fully satisfied to the nature of works to be done.
- 2.2 The Tenderer fully understood and accepted the conditions set forth in these documents and all other factors affecting his performance in case awarded the contract.

## **3. SIGNING OF BIDDING DOCUMENT**

These bidding documents must be signed by the tenderer who is registered as such or else by his authorised representative.

## **4. CONTRACT PRICE**

The contract price at the time of signing this contract is assumed to be the Bidding Price (or as negotiated) but eventually the Contract Price shall be the amount computed on the basis of the rates quoted in the tender paper.

## **5. G.S.T. / OTHER DUTIES & TAXES**

The rates shall include G.S.T. & I.T. etc. in respect of this contract shall be payable by the tenderer and Board of Secondary Education, Odisha, Cuttack will not entertain any claim, whatsoever, in these respect.

## **6. CONDITIONAL TENDER.**

Conditional tenders will not be accepted.

## **7. VALIDITY OF TENDER BID**

Tenders shall remain open for acceptance for a period of 15 days from the date of opening of the tenders. If any tenderer withdraws his tender before the said period or makes any modifications in the terms and conditions of the tender which are not acceptable to Board of Secondary Education ,Odisha, Cuttack. then the Board of Secondary Education Odisha, Cuttack shall without prejudice to any, other right or remedy be at liberty to forfeit the entire amount of the earnest money or part of earnest money absolutely and the decision of the

Board of Secondary Education Odisha, Cuttack in this behalf shall be final and binding on the tenderer.

**8. ACCEPTANCE OF TENDER**

The acceptance of a tender will rest with the Secretary, Board of Secondary Education, Odisha Cuttack, who do not bind themselves to accept lowest tender and reserve to themselves the authority to reject any or all the tenders received without assigning any reasons thereof. They also reserve the right accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the rates quoted. All tenders in which any of the prescribed conditions are not fulfilled or any incomplete in any respect or there is any correction not duly initialed by the tenderer are liable to be rejected.

**9. SIGNING OF AGREEMENT**

If the tenderer selected for the work fails to sign the formal agreement within Six days from the date of intimation, then the Secretary, Board of Secondary Education, Odisha, Cuttack, shall without prejudice to any other right or remedy, be at liberty to forfeit the entire amount of earnest money absolutely. The decision of the Secretary, Board of Secondary Education Odisha, Cuttack in this behalf shall be final and binding on the tenderer. Besides, the liability and consequences as per the contract shall be attributable to the tenderer.

**10. INSTALLATION AND COMMISSIONING**

The Tender price shall be inclusive of installation and commissioning charges. The installation includes the electrical wiring, construction of platform and other requirements at the site. It shall be responsibility of the tenderer to install the D.G. Set of the capacity within the stipulated period, at the site within premises of the B.S.E. Odisha, Cuttack, and to impart necessary training and necessary technical knowledge to the employees of the B.S.E, Odisha, Cuttack and also ensure proper and continued functioning of the silent D.G. Set.

**11. PERFORMANCE GUARANTEE**

The tenderer shall supply, install and commission the D.G. set and shall offer performance guarantee of one year. During the guarantee period, the tenderer

shall have the responsibility to undertake any repair, replacement of parts and to replace the set in the event of breakdown.

**12. PERIOD OF PROVIDING D.G. SETS.**

The time allowed for handing over the D.G. sets will be one month.

**13. EXTENSION TIME**

Extension of time beyond the stipulated date of providing the D.G. sets shall be granted only on account of following occurrences affecting the project area.

1. Manifested civil disturbances.
2. Manifested dislocation of economic nature.
3. Natural calamities.
4. Instruction to abort the supply issued in writing by the Secretary /Archived for any reason.

The extension of time to be granted on account of the above shall have the sole discretion of the Secretary, B.S.E, Odisha, Cuttack.

**14. SECURITY DEPOSIT.**

Security deposit of 10% of the gross amount of the bill will be deducted at the time of payment. The same will be refunded after one year from the date of testing.

**15. UNDERTAKING /DECLARATION**

The tenderer should give the undertaking and declaration on the prescribed proforma regarding his well conversance with the work.

**16. OTHER IMPORTANT CONDITIONS OF CONTRACT**

16.1 : **TIME OF COMPLETION** - Maximum time allowed for handing over the D.G. sets is one month.

16.2 : **SECURITY DEPOSIT** - Security deposit of the successful tenderer will be forfeited if he fails to comply with any of the condition of contract.

16.3 : **INSTALLATION** - No labour for installation will be given under any circumstances.

16.4 : **TAX DEDUCTION** - T.D.S. will be deducted as per the Income Tax / G.S.T. Rules as applicable.

16.5 : **COMPANY** : The silent D.G. Set must be of Jackson/ Kriloskar Company.

16.6: **BILL** : The gross amount bill should be accompanied with photocopy of the D.G. Set bill duly attested by the tenderer.

## 17. GENERAL.

This tender document must be filled in the English and all entries to be filled up in hand written in ink. The important. APENDIX referred to in the "General Conditions of Contract" is reproduced below:-

1. Date of commencement: : Within Six days from the date of letter of Intent
2. Period of Completion.: : One month
3. Guarantee Period: : 12 months from the date of virtual completion
4. Security deposit: : 10%
5. Period of Honouring Certificate: 20 days.
6. Payment after handing over the D.G Sets to the site. : 70% of total cost.
7. Payment after testing And commission: : 20% of total cost.
8. Rate of interest for delayed Payment. : Nil
9. Earnest Money : Rs.20,000/- (Rupees Twenty Thousand) only.

**18. PROJECT**

The project is for providing 100 kva silent D.G. set with cumin engine and accessories. Rates quoted in the tender are for complete handing over of D.G. sets at site in perfect working conditions, including payment of G.S.T and I.T. etc.

**19. GENERAL**

THIS NOTICE INVITING TENDER AND THESE TERMS AND CONDITIONS OF BIDDING TENDER FORM PART OF CONTRACT AGREEMENT.

(Tenderer)

(Secretary,  
B.S.E, Odisha, Cuttack.)

From:

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PAN No.....

Date :

## FROM OF TENDER

**Secretary,  
Board of Secondary Education,  
Bajrakabati Road,  
Cuttack-753001.**

**Sir,**

1. Having examined the all of tender documents, Form of Agreement, Contract ,for providing 100 kva silent DG set to the Board of Secondary Education ,Odisha ,Cuttack We, the undersigned, herby offer to provide silent D.G. set of Jackson / Kriloskar company along with installation, commissioning charges etc. herewith for the sum of Rupees \_\_\_\_\_ (Rs. \_\_\_\_\_) or such other sums as may be ascertained with the said documents
2. We have inserted in the Bill of Quantities attached to this Tender and other Contract Documents, all the required and relevant information and enclose herewith all the information requested in the Notice inviting Tender and other Documents.
3. We undertake if this Tender is accepted to immediately make all necessary preparations and provide foundation drawings in 7 days and within 30 days provide the D.G. sets on the site. This period stated allows for all Sundays and public Holidays and other non-working days including any occurring, due to inclement weather.
4. We agree to abide by the Tender for the period of 30 days from the date fixed for receiving the same and it shall remain binding upon us and may be accepted at any time before the expiration of that period without any additional cost.
5. As required in the Notice Inviting Tender we enclose a Demand Drat No. \_\_\_\_\_ drawn on \_\_\_\_\_ (Bank) at \_\_\_\_\_ (city/branch) of Rs. \_\_\_\_\_/- (Rs. \_\_\_\_\_ only) with Tender against earnest money.



6. We undertake in the event of this Tender being accepted to execute and Agreement in the form annexed hereto .Unless and until such an Agreement is executed, our Tender with your Written acceptance thereof, shall constitute a binding Contract between us.
7. We understand that you are not bound to accept the lowest or any tender you may receive.
8. Required information, and declaration is attached herewith.

Date. \_\_\_\_\_

**Signature & Stamp of TENDERER**