

BID DOCUMENT

Open Competitive Bid (OCB)

(E-Procurement)

Tender 8

For

**Supply, Installation, Commissioning & Testing of Projectors and
Screens**

to RGUKT- SRIKAKULAM Campus

Rajiv Gandhi University of Knowledge Technologies

Proprietary & Confidential



**RAJIV GANDHI UNIVERSITY OF KNOWLEDGE TECHNOLOGIES
SM PURAM, ETCHERLA (M), SRIKAKULAM DISTRICT
Andhra Pradesh- 532402**

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News paper advertisement

E-Procurement Tender Notice



RAJIV GANDHI UNIVERSITY OF KNOWLEDGE TECHNOLOGIES

RGUKT - SRIKAKULAM

SM PURAM, ETCHERLA (M), SRIKAKULAM DISTRICT, ANDHRA PRADESH -532402

Ref. No: RGUKT/SKLM/E-Proc/Student Amenities/T07-T14/2019-20, Dt. 03.08.2019

E-Procurement Tender Notice

Online tenders are hereby invited from original manufacturer(OEM)/ authorized representative of a OEM/whole sale dealer for supply of the following items to the students of the RGUKT- Srikakulam campus Institute located at SM Puram,Etcherla (M), Srikakulam District, Andhra Pradesh -532402

1. Tender-1 (Mattress with Pillows)
2. Tender-2 (Student class uniforms)
3. Tender-3 (Sports Uniforms)
4. Tender-4 (Boys Black Shoe with lace, Girls Black shoe with velcro strap, Sport Shoe, Socks)
5. Tender-5 (Bed sheet with Pillow cover, Blanket, Towels)
6. Tender-6 (Steel cots)
7. Tender-7 (Furniture- Tables, chairs, iron wardrobes)
8. Tender-8 (LCD Projectors)

Interested bidders can download and submit the bids online from 05.08.2019, 05:00 PM to 21.08.2019 up to 06:00PM through <https://tender.apeprocurement.gov.in> (AP Portal). For further details please visit our website: www.rguktsklm.ac.in or <https://tender.apeprocurement.gov.in> (Andhra Pradesh Portal)
Interested bidders are informed to submit a separate bid, tender processing fee, EMD for each tender mentioned above.

Date. 03 .08.2019 Sd/-

Administrative Officer^(i/c)
RGUKT-Srikakulam

Tender-8 (Projectors and Screens)

Bid calling date	07.08.2019
Bid Documents Downloading Start date	07.08.2019 from 05:00 PM
Bid Document Downloading End Date	21.08.2019 till 03:00PM
Pre Bid Meeting	13.08.2019 at 11:00AM Venue: Seminar Hall, Prefab campus, RGUKT-Nuzvid
Start date for uploading documents online	13.08.2019 at 5:00 PM
Last date for uploading documents online	21.08.2019 at 05:00 PM
Last date for Submission of documents (hard copies) along with samples and test certificates	26.08.2019 at 05:00 PM.
Technical Bid opening date/time	28.08.2019 at 10:00 AM.
Price Bid opening date/time	31.08.2019 at 10.00 AM
Contact person	Administrative Officer, RGUKT SRIKAKULAM, RGUKT-AP
Reference No.	Ref. No.: RGUKT/SKLM/E-Proc/Projectors and Screens/Tender 08/2019-20, dated.03.08.2019

Note: The dates stipulated above are firm and under no circumstances they will be relaxed unless extended by an official notification or happen to be Public Holidays. For the assistance in the online submission issues, the bidder may contact the help desk of M/s. VUPADHI (<https://tender.apecurement.gov.in>) at their e-mail address: contact@vupadhi.com, Phone: 08645-246370/71/72/73/74.

CLARIFICATIONS:

- i. Queries if any can be made through e-mail only on ao.sklm@rgukt.in on before 08.08.2019. Queries received via any mode other than e-mail id mentioned above will not be entertained. The queries should only be sent in following format on the official letter head of the company.

S. No.	Page No. (Tender Ref.)	Clause (Tender Ref.)	Description (Tender Ref.)	Query

- ii. The addendum/corrigendum if any shall be published on RGUKT- Srikakulam website i.e. www.rguktsklm.ac.in as well as on e-procurement platform <https://tender.apecurement.gov.in>.

- iii. The Bidders are requested to submit the bids after issue of clarifications duly considering the changes made if any. Bidders are totally responsible for incorporating/complying the changes/ amendments made by RGUKT-Srikakulam Institute.

SECTION - I

INVITATION FOR BIDS

Ref. No.: RGUKT/SKLM/E-Proc/Projectors and Screens/Tender 08/2019-20, dated. 05.08.2019

Subject: Tender for supply, Installation, Commissioning & Testing of Projectors and Screens to the RGUKT-SRIKAKULAM.

Sir/Madam,

- 1) Bids are invited on the e-procurement platform from original manufacturer (OEM)/ authorized representative of OEM for supply of projectors and screens to RGUKT SRIKAKULAM Campus (Srikakulam Dist). The details of bidding conditions and other terms can be downloaded from the electronic procurement platform and the bidders have to register on the e procurement market place of **Government of Andhra Pradesh i.e. <http://tender.apecurement.gov.in>**.
- 2) The participating bidders will, have to pay nonrefundable tender processing fee of Rs. 2,880 in the form of DD drawn from any nationalized bank in favor of The Director, RGUKT SRIKAKULAM, payable at Andhra Bank, Etcherla
- 3) Further the bidder/s shall furnish the EMD amount of Rs.48,000 in the form of DD in favor of The Director, RGUKT-SRIKAKULAM payable at Andhra Bank, Etcherla or an unconditional and irrevocable Bank Guarantee issued by any nationalized bank in favor of The Director, RGUKT SRIKAKULAM.
- 4) All the participating bidders who submit the bids have to pay an amount @ 0.03% of their final bid value online with a cap of Rs.10,000/- for quoted value of purchase up to Rs.50 crores and Rs.25000/- if the purchase value is above Rs.50 cores & GST as applicable and as levied by Govt. of India on transaction fee through online in favor of MD, APTS. The amount payable to APTS is nonrefundable.
- 5) RGUKT- SRIKAKULAM will not accept the tenders from blacklisted companies or undependable Suppliers whose past performance with RGUKT was found to be poor due to delayed and/or erratic supplies, frequent product failures, and also against whom there have been adverse reports of sub-standard quality as defined in the other parts of the Bidding document.
- 6) The bidders need to scan and upload the required documents as per the Check list given. Such uploaded documents pertaining to technical bid need to be attached to the tender while submitting the bids online. The Self attested copies of all these uploaded documents of technical bid, signed undertaking of tenderer should be submitted offline to The Administrative Officer, RGUKT SRIKAKULAM by 26.08.2019 by 05:00 PM. RGUKT will consider only the bids submitted through online.

NOTE:

After uploading the documents, the copies of the uploaded technical bid documents along with original Demand Drafts in respect of EMD and Tender document fee have to be submitted. Physical submission of price bids will not be entertained.

For any clarification and further details on the above tender please contact Telephone No:

+91 9182834144

**Sd/-
Administrative Officer (i/c)**

SECTION-II

STATEMENT OF IMPORTANT LIMITS/VALUES RELATED TO BID

S. No	Item	Description
1	Name of the work	Tender call for supply, Installation, Commissioning & Testing of Projector & Projector Screens
2	Tender Processing Fee	Rs. 2,880/- in the form of Director, RGUKT Srikakulam payable at Andhra Bank Etcherla of the Director, RGUKT Srikakulam payable at Andhra Bank Etcherla
2	EMD	Rs.48,000/- by way of crossed Demand Draft from any Nationalized Bank in favor of Director, RGUKT, Srikakulam, payable at Andhra Bank)
3	Bid Validity Period	180 days from the date of opening of commercial bid
4	EMD Validity Period	180 days from the date of opening of commercial bid
5	Variation in quantities /number of manpower	± 5 %
6	Period for furnishing performance Security	Within 10 days from date of receipt of Letter ofIntent.
7	Performance security value	10% of the contract value
8	Performance security validity period	38 months from date of commencement of services.
9	Period for signing the order Acceptance	Within 7 days from date of receipt of notification of award
10	Payment terms	
	Payment of bill	90% of the payment will be paid after successful installation of the material and remaining 10% payment will be paid after getting satisfactory certificate (after two month) from concerned authority
11	Transaction Fee	All the participating bidders who submit the bids have to pay an amount @ 0.03% of their final bid value online with a cap of Rs. 10,000/- for quoted value of purchase up to Rs.50 crores and Rs.25000/- if the purchase value is above Rs.50 crores &service tax applicable @ 15.00% as levied by Govt. of In d i a on transaction fee through online in favor of MD, APTS. The amount payable to APTS is nonrefundable. Corpus Fund: Successful bidder has to pay an amount of 0.04% on quoted value through demand draft in favor of Managing Director ,APTS, Hyderabad towards corpus fund at the time of concluding agreement.
12	Transaction Fee Payable to	The Managing D i r e c t o r , A. P. Technology Services Ltd., Hyderabad Important Notice to Contractors, Suppliers and Department users (i) In the endeavor to bring total automation of processes in e-Procurement, the Govt. has issuedordersvideG.O.Ms.No.13 dated. 05.07.2006 permitting integration of electronic Payment Gateway of ICICI/HDFC/Axis Banks withe-

		Procurement platform, which provides a facility to participating suppliers/ Contractors to pay the transaction fee online using their credit cards.
13	Procedure for Bid Submission	<p>Bids shall be submitted online on http://tender.apecurement.gov.in platform</p> <ol style="list-style-type: none"> 1. The participating bidders in the tender should register themselves free of cost on e- procurement platform in the website http://tender.apecurement.gov.in 2. Bidders can log-in to e-procurement plat form in Secure mode only by signing with the Digital Certificates. 3. The bidders who are desirous of participating in e- procurement shall submit their technical bids, price bids as per the standard formats available at the e-marketplace. 4. The bidders should scan and upload the respective documents in Pre-Qualification a n d Technical b id documentation including EMD. The bidders shall sign on all the statements, documents certificates uploaded by them, owning responsibility for their correctness/authenticity. 5. The hard copies of all the uploaded Technical documents should be attested by a Gazetted Officer or properly notarized. 6. The rates should be quoted online only <p>The financial bids of the Service Providers, who qualify the technical bid, shall only be opened.</p>
14	Other conditions	<ol style="list-style-type: none"> 1. The Documents that are uploaded online one- market place will only be considered for Bid Evaluation. 2. After uploading the documents, the copies of the uploaded technical bid documents along with original Demand Drafts in respect of EMD, Bid Security and Bid document fees have to be submitted by the bidder to the “The Administrative Officer, IIIT- Srikakulam, S. M.Puram (V), Etcherla (M), Srikakulam (Dist.), A.P – 532402”, by 03:00PM on 20-07-2017 3. IIIT, Srikakulam, RGUKT will not hold any risk and responsibility regarding non-visibility of the scanned and uploaded documents. 4. The IIIT -Srikakulam, RGUKT shall not hold any risk on account of postal delay. 5. Failure to furnish any of the uploaded Documents, certificates will be entitled in rejection of the bid. Similarly, if any of the

		certificates, documents, etc., furnished by the Bidder are found to be false/fabricated /bogus, the bidder will be disqualified, blacklisted and action will be initiated as deemed fit and the Bid Security will be forfeited
	Termination of contract	In the event of any breach and / or failure on the part of the Vendor to comply with the said terms & conditions of the contract, the contract will be terminated forthwith. In addition if the contract is cancelled, the security deposit will be en-cashed and forfeited.
16	Placing work order	The Institute will place work order on identified successful bidder Institute reserves the right to reject only or all the tenders or accept them in part or reject the lowest tender without assigning any reason thereof. Institute authorities reserve the right to relax or tighten the conditions/norms given in the tender Documents.
17	Delivery Period and work completion Period	90 days

SECTION-III

ELIGIBILITY CRITERIA

1. This bid is open to all agencies within India who are eligible to do business under relevant Indian laws as in force at the time of bidding.
2. The bidder should have a minimum annual turnover of Rs. 13.0 lakhs per each year in the last two financial years i.e FY 2017-18 and FY 2018-19 on the subject material. The certificate indicating the turnover value details of the subject material during the above said financial years from a chartered accountant must be enclosed in original as proof. The turnover of the subject material must be indicated separately in the certificate.
3. The bidder should have an experience of supplying 10 Projectors in any one financial year in the last two financial years i.e., 17-18, 18-19 to government agencies/ universities/ government education institutions/ hospitals/autonomous bodies etc., A certificate along with the copy of awarded purchase order from the head of the organization/competent authority shall be attached to the tender as a proof.
4. Bidder should furnish satisfactory Performance Certificate from the parties concerned to whom bulk supplies were affected, in case such supplies were made. RGUKT Srikakulam may contact any such parties to elicit details.
5. Bidder should be a Registered Vendor under GST Act with the relevant authorities and shall furnish the copies of GST registration document, PAN and TAN copies along with the bid document.
6. An undertaking (self-certificate) that the agency/company hasn't been blacklisted by a Central / State Government institution and there has been no litigation history with any government department on account of similar services and the same should be uploaded/submitted as per the proforma in tender document
7. The bidder shall furnish the following information and documents with the tenders.
8. Copies of documents defining the constitution or legal status, place of registration, and principal place of business of the bidding firm/entity; written power of attorney of the signatory of the Bid to commit the Bidder.

9. Copies of Income Tax Return and GST Return filed for the latest successive two financial years (2018-19, 2017-18)
10. List of Present Clientele with contact address & telephone numbers The bidders must submit all relevant documentary evidence to demonstrate their eligibility for considering their bid. The tenders received without the above documents will be rejected
11. The bidder should be a manufacturer/ authorized representative of a manufacturer/whole sale dealer and should be in business of manufacture and or supply and maintenance of the IT & IT related equipment for a minimum period of two (2) years.
12. The bidder should have at least one office in any of the 13 districts of AP. Billing/Invoice should be done from any of these offices located in AP only. Self-declaration from competitive authority should be submitted to this effect.
13. The bidder should submit the Manufacturer's Authorization Form for items, specific to this tender issued by OEM/ Principal authorizing the bidder to submit the bid for tendering which is deemed as an agreement in between the bidder and OEM/Principal for the support and spares till the warranty period. (Ink signed copy to be submitted)
14. The bidder/OEM should have service center in Andhra Pradesh. The bidder should have the minimum average turnover of Rs. 13 Lakhs during last two Financial years (F.Y:2018-19,2017-18) certified by the chartered account.
15. The bidder should furnish the information on major past supplies under the relevant product/services and satisfactory performance for the last Three financial years.
16. If the bidder wishes to depart from the Technical specifications in any respect he shall draw the attention to such points of departure explaining fully the reasons thereof and furnish separately adopting the form as per **ANNEXURE-X**. Unless this is done, the requirements of the Technical specification will be deemed to have been accepted in every respect. The IIT Srikakulam, RGUKT-AP reserves the right to accept/reject any or all of the deviations shown by the bidder.
17. A scanned copy of the certificate on company letter head, stating that the bidder hasn't been blacklisted by any institution/ organization/ society/ company of the Central / State Government ministry/department, or its public sector organizations during the last preceding three years from the date of submission of the tender, with company stamp and signed by authorized signatory shall also be uploaded.
18. IIT- Srikakulam reserves its right in not considering the bid of a bidder, if such bidder was a previous supplier and had a past bad track record or their earlier performance was unsatisfactory on any count.

19. PAN No. of the company/Firm, TIN No (As applicable): self-attested copies to be attached

20. Certificate of Incorporation/ Registration; Self attested copies to be attached

GENERAL INFORMATION TO THE BIDDERS

1. **Name of Work:** supply, installation, Commissioning & testing of Projector & Projector Screens at IIIT- Srikakulam, RGUKT, located at Etcherla, Srikakulam District.
2. IIIT- Srikakulam, RGUKT invites sealed bids under two bid system (Technical & Financial Bid) from experienced and reputed manufacturers, Vendors/Dealers, contractors, agencies/firms engaged in Supply, Installation, Testing & Commissioning of Projector and Projector screen for class rooms at IIIT- Srikakulam campus
3. **Site Inspection:** Bidders are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their bids as to site conditions. The bidders are strongly advised to assess the site conditions and submit a realistic offer for the supply & installation of the work at their own cost without any liability on IIIT-Srikakulam.
4. **Scope of Work:**
 - i) The bidder should complete the entire job in all respect as per tender documents, specifications, drawings/layout if any, discussions as per site requirements to the satisfaction of IIIT- Srikakulam. The work shall be done as per IIIT- Srikakulam direction.
 - ii) The bidder shall give comprehensive hands on training to the official of IIIT- Srikakulam/or concerned person on operation, preventive maintenance of the Projector. The bidder shall also provide simplified write ups about operating systems of Projector.
 - iii) Bidder shall continue to provide maintenance and support during the warranty period.
 - iv) Bidder shall resolve complaints regarding Projector within 1 day. The work is to be done on priority basis and in a time bound manner. It may be noted that if any work is required for completion of job, it will be deemed to be in the scope of bidder whether it is specifically mentioned or not.
5. In case no bid or single bid is received, or any other reason whatsoever, IIIT- Srikakulam may at its sole discretion cancel the whole tendering process or extend the last date and time of submission of the bid.
6. IIIT- Srikakulam reserves the right to modify/amend any or all provisions of this tender document. Any such modification/amendment shall be notified by uploading the same on IIIT- Srikakulam Website as well as e-procurement website. Therefore participating bidders are advised to be in touch with IIIT- Srikakulam till last date for submission of the bids. The Bidders shall be solely responsible to check Institute and E-procurement website for the amendment issued in shape of Corrigendum and/or Addendum up-to last date of submission of the bid.

7. Any separately submitted discount letter on the financial bid shall not be considered by IIIT - Srikakulam and shall be a sufficient ground for disqualification of the bidder. Evaluation of financial bid shall be considered only on the quoted price/Fee in the financial bid submitted by the bidders.
8. EMD will not carry any interest .EMD will be refunded to the unsuccessful bidders after finalization of the bid and EMD of successful bidder shall be returned after successfully installation testing & commissioning of the said work.
9. **Bid Evaluation:** During technical evaluation of the proposals, IIIT- Srikakulam may ask the bidders for clarification, if any on their proposal. The bidders are required to respond within the time frame prescribed by IIIT-Srikakulam.
10. **Authorization and Attestation:** The bidder has to submit an authorization letter or valid Power of Attorney on behalf of company/firm for signing the document.
11. Corrigendum/Addendum if any, will be available on IIIT- Srikakulam as well as E- procurement website only. The bids received after last date and time will be rejected. IIIT- Srikakulam reserves the right to reject all or any tender wholly or partly without assigning any reason whatsoever.
12. The bidder is expected to quote rate after careful analysis of cost involved considering all specifications and conditions of contract. In case it is noticed that the rates quoted by the bidder are unusually high or unusually low, it will be a sufficient ground for rejection of the tender unless the reasonableness of the rates is convincing. For scrutiny, the analysis for such rates is to be furnished by the bidder on demand.
13. The rates quoted by bidder shall remain firm till completion of all works even during the extended period, if any, on any account whatsoever. It is provided that the bidder shall not change any of the rates, quoted in the tender till the completion of work.
14. **Completion of Work:** The entire work is to be completed within 20 days from the date of issue of LOI/Work Order, to the satisfaction of IIIT-Srikakulam.
15. **Insurance:**
 - i. It is the sole responsibility of the bidder to insure his materials, equipment's, workmen, etc. against accidents and injury while at work and to pay compensation, if any, to workmen as per Workmen's compensation Act. The work be carried out in protected area and all the rules and regulations of the IIIT – Srikakulam in the area of project which are in force from time to time will have to be followed by the bidder.
 - ii. If due to negligence and or non-observation of safety and other precautions by the contactors, any accident/injury occurs to the property/manpower belong to third Party, the bidder shall have to pay necessary compensation and other expense, if so impose by the appropriate authorities.
 - iii. The bidder will take necessary precautions and due care to protect the material, while in his custody from any damage/loss due to theft.

16. Liquidated Damages for Delay

Time is essence of the contract. In case the Bidder fails to complete the whole work within the stipulated period, and clear the site he shall be liable to pay liquidated damages @ 0.5% (zero point five percent only) of the value of contract per week and or part thereof of the delay subject to a maximum of 10% (ten percent only) of the value of the contract. The amount of Compensation may be adjusted or set-off against any sum payable to the Bidder under this or any other contract with IIIT- Srikakulam.

17. Security Deposit:

10 % of the contract amount to be deducted as Security Deposit (SD) from the payments. The said Security Deposit shall be retained for warranty period of 3 (three) years. The SD amount shall not carry any interest.

18. Taxes and Duties

The Bidders must include in their tender prices quoted for all taxes and duties royalties, cess and sales tax, Freight & Insurance Charges, works contract tax or any other taxes or local charges if applicable. No extra claim on this account will in any case be entertained.

19. Comprehensive Warranty:

i) The Bidder shall ensure that equipment's/ goods/materials to be supplied shall be new, unused and free from all defects and faults in materials, workmanship and manufacture and shall be of the highest grade and consistent with the established and generally accepted standards for materials of the type ordered and shall perform in full conformity with the specifications, drawings if any and in accordance with the tender documents.

ii) The entire system should be covered under comprehensive warranty from any defects in material and workmanship for a period of Three (3) years commencing immediately upon the satisfactory commissioning.

iii) The Bidder's liability shall be replacement of any defective parts in the equipment of his own manufacture or those of his Sub-Bidders under normal use and arising solely from faulty design, materials and/or workmanship provided always that such defective parts are repairable/ replaceable under the said warranty.

iv) Replacement under warranty clause shall be made by the bidder free of all charges at site including freight, insurance and incidental charges.

v) The bidder shall have a well-established after sale service Centre in Andhra Pradesh with requisite spare parts.

20. Tender not conforming to any or all the above terms and conditions will be rejected.

Technical Specification

S. No.	Features	Requirement
	Projection type	Short throw
	Resolution	HD(1920x1080)/ Beyond
	White Brightness	3200 ANSI Lumens or Above
	Color Brightness	3200 ANSI Lumens or Above
	Contrast Ratio	16000:1
	Keystone correction	Vertical +/-15/ and Horizontal +/-15
	Lamp life	5000 hours on normal mode , 10000 hours on ECO mode
	Sound output	Min. 16 watts
	Installation	Ceiling and Desk
	Wired LAN	RJ45 X 1 (10X100x1000 mbps)
	Video Input	D-SUB (15 PIN) - 2 no's, S-Video, 5BNC Connectors, DVI-D Composite Video, HDMI, USB, VGA, Wi-Fi (optional)
	Control	Wireless Remote
	Cables	Provision for cable routing and Built-in HDMI Cable
	Projectors Screen	Size: 7' x 9'
	Connectors Type	Dual HDMI
	Ceiling Mounting Kit and Cables	HDMI Cable -15 meters length and Power Cable -15 meter length
	Onsite Warranty	3 Years

FINANCIAL BID
FOR SUPPLY AND INSTALLATION OF PROJECTOR & PROJECTOR SCREEN
FOR IIT – SRIKAKULAM, RGUKT, A.P.

S. No	Unit Description	Qty	Unit Price	Unit Price inclusive of all Taxes
01	Projector (including , Projector Screen ceiling mounting kit and cables(HDMI cable -15 Meter length and power cable-15 meter length)	20		

ALL ABOVE ITEMS ARE ON 3 YEARS ONSITE FULL COMPREHENSIVE FREE WARRANTY

Date:

Signature:

Address:

Name:

Designation:

(Company Seal) On behalf of:

ANNEXURE –I
Bidder Information

1	Name of the organization	
2	Year of establishment	
3	Complete postal address	
4	Name & Designation of Authorized person	
5	Phone No.'s	
6	Fax No.	
7	Email	
8	Nature of the firm (Proprietary/partnership/etc...)	
9	Bank Details of the Agency:	
	Bank Name	
	Bank Address	
	Bank Account Number	
	IFSC Code	
10	PAN No. and TAN No.	
11	GST No:	
12	Total No. of branch offices in Andhra Pradesh	
13	Tender Processing Fee (Nonrefundable)	Amount Rs. DD No. DD Date Issuing Bank & Branch:
14	EMD	Amount Rs.: DD No./BG No.: DD/BG Date: Issuing Bank & Branch:
15	Details of certificates enclosed.	

ANNEXURE- II

**DECLARATION FOR FAIR BUSINESS BY THE BIDDER
(On Non-Judicial Stamp paper of Rs. 100)**

I, _____ Son / Daughter / Wife of Shri _____ resident of _____ Proprietor/Director authorized signatory of the agency/Firm (M/s _____), do hereby solemnly affirm and declare as follows:

1. I am authorized signatory of the agency/firm and is competent to sign this affidavit an execute this tender document;
2. I have carefully read and understood whole tender document including all the terms and conditions of the tender and undertake to abide by them;
3. The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I / we, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.
4. I/We further undertake that no case/enquiry/investigation is pending with the police/court/vigilance or any government body against the Proprietor/Partner/Director or the Company (Agency).
5. I/We further undertake that none of the Proprietor/Partners/Directors of the Agency/agency was or is Proprietor or Partner or Director of the Agency with whom the Government have banned /suspended/blacklisted business dealings. I/We further undertake to report to the Administrative Officer, RGUKTSRIKAKULAM, immediately after we are informed but in any case not later 15 days, if any Agency in which Proprietor/Partners/Directors are Proprietor or Partner or Director of such a Agency which is banned/suspended in future during the currency of the Contract with you.
6. I/We further undertake that our firm/company is fulfilling all the terms and conditions/eligibility criteria obvious/explicit or implied/implicit recorded anywhere in the tender document. If at any time including the currency of the Contract, any discrepancy is found relating to our eligibility or the process of award of the contract criteria, this may lead to termination of contract and/or any other action deemed fit by the Institute.

Date:
Place:

(Signature of the Bidder)
Name:
Designation
Seal of the Agency Address:

I/We do hereby solemnly declare and affirm that the above declaration is true and correct to the best of my knowledge and belief. No part of it is false and noting has been concealed therein.

Deponent

ANNEXURE-III

Ref. No.: RGUKT/SKLM/E-Proc/Projectors and Screens/Tender 08/2019-20, dated. 05.08.2019

EMD form

(To be issued by a Nationalized Bank in India)

Whereas.....(here in after called “ the Bidder”) has submitted its bid
Dated.....(Date). For the execution of(here in after called “the Bid”)

KNOW ALL MEN By these present that WE.....ofhaving our

Registered office at(hereinafter called the “Bank”) are bound unto the Rajiv
Gandhi University of Knowledge Technologies, SRIKAKULAM,. (hereinafter called “RGUKT-
SRIKAKULAM”) in the sum offor which payment well and truly to be made to the said
RGUKT-SRIKAKULAM itself, its successors and assignees by these presents.

The conditions of these obligations are:

1. If the bidder withdraws its bid during the period of bid validity or
2. If the bidder, having been notified of the acceptance of its bid by the RGUKT-SRIKAKULAM during the period of bid validity

- a. Fails or refuses to execute the contract form if required; or
- b. Fails or refuses to furnish the performance security, in accordance with the bid requirement;

We undertake to pay the RGUKT- SRIKAKULAM Institute up to the above amount upon receipt of its first written demand, without the RGUKT-SRIKAKULAM having to substantiate its demand, provided that in its demand the RGUKT-SRIKAKULAM will note that the amount claimed by it is due to it, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including 45 days after the period of the bid validity, and any demand in respect thereof should reach the Bank not later than the above date.

Place:

Signature of the Bank

Date:

and seal.

ANNEXURE- IV

FORMAT FOR BANK GUARANTEE TOWARDS PERFORMANCE SECURITY DEPOSIT

(To be executed by any scheduled bank, on aRs.100/- non-judicial stamp paper under bank's covering letter mentioning address of the bank)

Ref. No.: RGUKT/SKLM/E-Proc/Projectors and Screens/Tender 08/2019-20, dated. 05.08.2019

To,
The Director,
RGUKT- SRIKAKULAM,
SM Puram, Etcherla (M),
Srikakulam District,
Andhra Pradesh - 532402

WHEREAS..... (Name of Vendor) hereinafter called "the Vendor" has undertaken, in pursuance of

Contract No.....Dated,.....(Date), to supply.....called "the Contract" AND WHEREAS it has been stipulated by you in the said Contract, that the Vendor shall furnish you with a Bank guarantee by a Nationalized bank for the sum specified therein as security for compliance with the supplier's performance Obligations in accordance with the Contract.

In consideration of, the Director, RGUKT-SRIKAKULAM [hereinafter referred to as RGUKT-SRIKAKULAM campus, which expression unless repugnant to the context and meaning thereof shall include its successors and assigns] having agreed to exempt M/s _____ [hereinafter referred to as 'supplier /contractor/bidder' which expression unless repugnant to the context and meaning thereof shall include its successors and assigns] from depositing with The Director, RGUKT- SRIKAKULAM a sum of Rs. _____ (Rupees _____) towards security / performance guarantee in lieu of the said contractor having agreed to furnish a bank guarantee for the said sum of Rs. _____ (Rupees _____) as required under the terms and conditions of contract / work order no dated _____ [hereinafter referred as the order'] placed by The Director, RGUKT-SRIKAKULAM on the said supplier /contractor.

We, _____ the bank [hereinafter referred to as 'the bank' which expression shall include its successors and assigns] do hereby undertake to pay The Director, RGUKT- SRIKAKULAM an amount not exceeding Rs. _____ (Rupees _____) on the demand made by The Director, RGUKT- SRIKAKULAM on us due to a breach committed by the said supplier /contractor of the terms and conditions of the contract /order.

1. We _____ the bank hereby undertake to pay the amount under the guarantee without any demur merely on a demand from The Director, RGUKT- SRIKAKULAM stating that there is a breach by the supplier / contractor of any of the terms and conditions contained in the order or by the reasons of the supplier's / contractor's failure to comply with the terms and conditions as stipulated in the order or amendment(s) thereto. The demand made on the bank shall be conclusive as to the breach of the terms and conditions of the order and as regard to the amount due and payable by the bank under this guarantee, notwithstanding any dispute or disputes raised by the said supplier / contractor regarding the validity of such breach and we agree to pay the amount so demanded by The Director, RGUKT- SRIKAKULAM without any demur. However, our liability under this guarantee

shall be restricted to an amount not exceeding Rs. _____ (Rupees _____).

2. We, the bank further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said order and that it shall continue to be enforceable till the dues of The Director, RGUKT- SRIKAKULAM under or by virtue of the said order have been fully paid and its claim satisfied or discharged or till The Director, RGUKT- SRIKAKULAM certifies that the terms and conditions of the order have been fully and properly carried out by the supplier / contractor and accordingly discharge the guarantee.
3. We the bank, undertake to pay to The Director, RGUKT- SRIKAKULAM any money so demanded notwithstanding any dispute or disputes raised by the said supplier /contractor in any suit or proceedings pending before any court or tribunal relating thereto as our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be valid discharge of our liability for payment there under and the said supplier / contractor shall have no claim against us for making such payment.
4. We _____ the bank further agree that The Director, RGUKT- SRIKAKULAM shall have full liberty, without our consent and without affecting in any manner our obligation hereunder to vary any of the terms and conditions of the order / contract or to extend time of performance by the said supplier / contractor from time to time or to postpone for any time or from time to time any of the powers exercisable by the Director, RGUKT- SRIKAKULAM against the said supplier / contractor and to forbear or enforce any of the terms and conditions relating to the order and shall not be relieved from our liability by reason of any such variation or extension being granted to the said supplier / contractor or for any forbearance, act or omission on the part of the Director, RGUKT- SRIKAKULAM or any indulgence by The Director, RGUKT- SRIKAKULAM to the supplier / contractor or by any such matter or thing whatsoever which under the law relating to sureties would but for this provisions have effect of so relieving us.
5. Our liability under this guarantee is restricted to Rs. _____ (Rupees _____) and shall remain in force up to _____ unless demand or claim under this guarantee is made on us in writing within 6 months from the date of expiry viz. _____. We shall be discharged from all liabilities under this guarantee thereafter.
6. This guarantee will not discharge due to change in the constitution in the bank or the said supplier / contractor.
7. The bank hereby agrees to address all the future correspondence in regard to this bank guarantee to The Director, RGUKT- SRIKAKULAM.
8. We, _____ the bank lastly undertake not to revoke this guarantee during its currency except with the previous consent of the Director, RGUKT- SRIKAKULAM in writing.
9. THERE FORE WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Vendor, up to a total of Rs.....and we undertake to pay you, upon your first written demand declaring the Vendor to be in default under Rs..... (Amount of Guarantee) as aforesaid without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.
10. This guarantee is valid until theday of (Date)

Signed on the _____ day of _____

**Witness: Name(s) & Designation(s)
Name & Address**

**Signature
For the Bank**

ANNEXURE-V

SUPPLY AGREEMENT FORM

THIS AGREEMENT made this day of..... (Year). Between the Rajiv Gandhi University of Knowledge Technologies, SRIKAKULAM (hereinafter "the RGUKT-SRIKAKULAM") of one part and..... (Name of Vendor) of..... (City and Country of Vendor) (Hereinafter "the Vendor") of the other part:

WHEREAS the RGUKT-SRIKAKULAM is desirous that certain items as described in the bid document and briefly outlined below, should be provided by the Vendor.

Tender Ref. No & Date:

Title of the project:

Brief outline of the work:

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

In this agreement words and expression shall have the same meanings as are respectively assigned to them in the bid document referred to.

The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.

1. bid documents
2. pre - bid conference minutes if any,
3. clarification on bid document issued if any,
4. RGUKT-SRIKAKULAM notification of award.

In consideration of the payments to be made by the RGUKT-SRIKAKULAM to the Vendor as hereinafter mentioned, the Vendor hereby covenants with the RGUKT-SRIKAKULAM to provide the **items and to remedy defects in items** therein in conformity, in all respects, with the provisions of the contract.

The RGUKT-SRIKAKULAM hereby covenants to pay the Vendor in consideration of the provision of the items and **to remedy defects in items** therein, the contract price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract.

Brief particulars of the items which shall be provided by the Vendor are as under:

Items	Quantity	Unit price (Inclusive of all taxes and duties)	Total Amount	Remarks

The Bidder further notes and accepts that:-

- Bidder shall deliver the goods in one single lot within 90 days from the date of award of the contract.
- Payment will be made as 90% of contract value on successful supply of the items and getting satisfactory certificate form the concerned head. Balance 10% will be paid after 3 months from the date of acceptance of material.
- Liquidated damages for late deliveries will be at the rate of 1% for first week, 3% for the second week and 9% for the third week of the total value of the order for delayed supply. If delay continues beyond three weeks, contract is liable for cancellation
 - In addition if the contract is cancelled, the performance security deposit will be en-cashed and forfeited.
 - In case, after random sampling of the supplied lot, it is found that there is any non-conformance to specifications, the performance security deposit will be en-cashed and forfeited and the bidder will have no claim to any payments. The entire lot will be rejected.
 - The supply and distribution of material shall be done at RGUKT SRIKAKULAM located at SM Puram, Etcherla (M), Srikakulam District.
 - There shall be a warranty period of 12 months and within the warranty period, in case of any damage to the supplied material like discoloring, wear out etc., it will be the responsibility of the supplier to replace the damaged material with a new one.
- The administrative officer reserves the right to pick random samples from the lot of items delivered by the successful bidder to RGUKT SRIKAKULAM. These sample will be subjected to tests, if necessary at labs anywhere in the country to ensure compliance to specifications. The technical committee of RGUKT SRIKAKULAM will examine the randomly picked samples to ascertain compliance to specifications. If the result indicates non-conformance, the entire lot will be rejected and the contract will stand cancelled without any liability on the part of RGUKT- SRIKAKULAM. In addition, this event shall lead to the forfeiture of the performance security deposit amount. The same condition will also apply if the technical committee of RGUKT SRIKAKULAM finds non-conformance of the specifications during their inspection.
 - All disputes and differences of any kind whatsoever arising out or in connection with contract, whether during or after completion of contract will be settled amicably in a spirit of co – operation and the RGUKT-SRIKAKULAM decision shall be final on all such matters and shall be binding on the bidder.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year above written.

Signed, and delivered by

for the Vendor.
Vendor's common seal:
Place
Date:

Signed, and delivered by

For. Rajiv Gandhi University of
Knowledge Technologies, SRIKAKULAM
RGUKT- SRIKAKULAM common seal:

Place:

Date:

In the presence of:.....

ANNEXURE-VI

BID LETTER FORM

From:

(Registered name and address of the bidder)

To

The ADMINISTRATIVE OFFICER,
RGUKTSrikakulam, RGUKT-AP,
SM Puram, Etcherla (M),
Srikakulam District,
Andhra Pradesh-532402

Sir,

Having examined the bidding documents and amendments there on, we the undersigned, offer to supply and deliver the material (and other related materials) according to the tender document as the case may be, in conformity with the terms and conditions of the bidding document and amendments thereon in response to your tender call dated.....

We undertake to supply the above mentioned materials, as assigned to us in conformity with the said bidding documents, for an estimated sum of Rs (Total bid amount in words and figures) which may vary in accordance with the schedule of prices attached herewith and coverage options made by RGUKT-SRIKAKULAM or its user organization.

If our bid is accepted, we undertake to:

- a. supply the materials according to the time schedule specified in the bid document,
- b. submit the performance security deposit from a Nationalized bank in accordance with bid requirements.
- c. Agree to abide by the bid conditions, which remain binding upon us during the entire bid validity period and the bid may be accepted any time before the expiration of that period.
- d. We understand that you are not bound to accept the lowest or any bid you may receive, nor to give any reason for the rejection of any bid, and that you will not defray any expenses incurred by us in bidding.

Place:

Bidder's Signature

Date:

Seal.

Annexure-VII

NON BLACKLISTING CERTIFICATE

[To be submitted on letterhead]

I/We hereby certify that the ----- [Name of the company / firm] has not been ever blacklisted/debarred by any Central / State Government / Public Undertaking / University / Institute on any account.

I/We also certify that firm will provide material as per the specification given by RGUKT- SRIKAKULAM, and also abide all the terms and conditions stipulated in the bid document.

I/We also certify that the information given in bid is true and correct in all aspects and in any case at a later date it is found that any details provided are false and incorrect, contract given to the concern firm or participation may be summarily terminated at any stage, the firm will be blacklisted and RGUKT-SRIKAKULAM, may imposed any action as per the rules.

Date :

Name :

Place :

Business Address :

Signature of Service Provider:

Seal of the Service Provider:

Annexure- VIII

NAME OF WORK: Supply of Projectors and Screens to RGUKT- SRIKAKULAM Campus

Name of the Bidder:

Annual Turnover Statement

Bidder shall indicate herein his annual turnover during the following two financial years based on the audited balance sheet / profit and loss account statement.

S. No	Financial year	Annual Turnover
1	2017-18	
2	2018-19	

Signature of Chartered Accountant

Name:

Membership No.:

Seal

Anexure IX

List of Major Customers

S. No	Customer Full Address	Year of supply	Item Name	Amount (Rs.)

Annexure-X

Technical Compliance Statement

Technical compliance statement as per technical specifications mentioned in this document (taking in to consideration all the amendments issued to this document, if any) is to be submitted in the following format:

S.No	Item No. and Name	Specification Required	Specification of quoted item along with model, make and special features, if any	Compliance (complied higher or lower)

CHECK LIST

Important:

The Bidder must ensure that the following details in the check list are furnished along with the bid document. The bidder must also carefully go through all the contents of the BID Document and any additional information/documents, required more than the items listed in the check list below, also shall have to be furnished. Non-furnishing of any required information/document as per the Tender Document will lead to rejection of the bid.

S. No	Details	Serial No of Document (Page No.)
1	Tender Processing Fee 2,880/-(DD only)	
2	EMD/Bank guarantee from Nationalized Bank 48,000/- (DD only)	
3	Name of the firm and Firm Registration certificate	
4	Bidder Letter Form	
5	Bidder Information	
6	Declaration For Fair Business By The Bidder	
7	GST Registration Certificate	
8	The bidder should have minimum annual turnover of Rs. 13 lakhs per each year in the last two financial years i.e. FY 2017-18 and FY2018-19 on the subject material. A Certificate indicating the Turn Over value details (in Rupees) of subject material, during the above said financial years from a Firm of Chartered Accountants must be enclosed (in original) as a proof for Turnover. The Turn Over of the Subject Material must be separately indicated in the certificate	
9	Proof of experience of supplying 10 of Projectors and Screens in any one financial year in the last two financial years i.e., FY17-19 to government agencies/universities /government education institutions/autonomous bodies etc.,	
10	Proof of satisfactory Performance Certificate from the parties concerned to whom bulk supplies were effected, in case such supplies were made.	
11	Proof of GST registration	
12	PAN card copy	
13	TAN card copy	
14	Income Tax Return filed (FY17-18, FY18-19)	
15	Annexures I-X	
14	Copies of documents defining the constitution or legal status, place of registration, and principal place of business of the bidding firm/entity; written power of attorney of the signatory of the Bid to commit the Bidder.	
15	Power of Attorney, wherever applicable	
16	All other information/documents that are required in the Bid documents.	
17	Bid document bearing signature and firm seal on all the pages	

NOTE: All pages of the bid documents must be serially numbered and signed.