

Ref. No.: RGUKT/Proc/SteelCots/T02/2013, dated.19.06.2013

BID DOCUMENT

Open Competitive Bid (OCB)

(e-Procurement)

For

**Supply of Steel Cots
to the three campuses of**

**Rajiv Gandhi University of Knowledge
Technologies**

Proprietary & Confidential



**RAJIV GANDHI UNIVERSITY OF KNOWLEDGE
TECHNOLOGIES**

**Ground Floor, Vindhya C4 Building,
IIIT-H Campus, Gachibowli**

HYDERABAD- 500 032

Phone: 040-23001830

Proprietary & Confidential

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News paper advertisement

E-Procurement Tender Notice

RAJIV GANDHI UNIVERSITY OF KNOWLEDGE TECHNOLOGIES



**Ground Floor, Vindhya C4 building, IIIT- H Campus,
Gachibowli, HYDERABAD- 500 032**

Ref: RGUKT/Proc/ Steel Cots /T02/2013 dated: 19.06.2013

Online tenders are hereby invited from reputed **manufacturer/ authorized representative of a manufacture/whole sale dealer** for supply of 3000 Steel Cots (1000 per each campus) to the three RGUKT campuses located at Basar in Adilabad dist, Nuzvid in Krishna dist and R.K. Valley in YSR Kadapa dist, in AP.

1. Tenderers can download the tender schedules from e-procurement Platform www.eprocurement.gov.in from 19.06.2013 onwards. Tenderers need to submit the bids online by uploading all the required documents through www.eprocurement.gov.in. **The last date for submission of tenders online is 05.07.2013 upto 05:00PM**

For further details regarding Tender Notification & Specifications please visit website: www.eprocurement.gov.in and www.rgukt.in

Date:19.06.2013

**Sd/-
Registrar**

Time schedule of Tender related events

(Steel Cots)

Bid calling date	19 .06.2013
Bid Document fee	Rs. 5,000/- (By way of DD from any Nationalized Bank)
Bid Documents Downloading Start date	19.06.2013
Bid Document Downloading End Date	05.07 .2013 till 04:00PM
Pre Bid Meeting	27.06.2013 at 04:00PM
Last date for uploading documents online	05.07.2013 at 05:00 PM.
Last date for Submission of documents (hard copies)	06 .07.2013 at 03:30 PM.
Technical Bid opening date/time	06.07.2013 at 04:00 PM.
Price Bid opening date/time	08.07.2013 at 4.00 PM
Contact person	Registrar, RGUKT
Reference No.	RGUKT/Proc/SteelCots/T02/2013

Note: The dates stipulated above are firm and under no circumstances they will be relaxed unless otherwise 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.Vayam Technologies (e-procurement) at their e-mail address: helpdesk.eproc@vayamtech.com

Registrar

SECTION - I
INVITATION FOR BIDS

Reference: No.RGUKT /Proc/SteelCots/T02/2013

Dated:19.06.2013

Subject: Tender for supply of 3000 Steel Cots (1000 per each campus) to the three campuses of RGUKT located at Basara (Adilabad Dist), Nuzvid (Krishna Dist) and RK Valley (Kadapa Dist) – Reg..

Sir/Madam,

- 1) Bids are invited on the e-procurement platform from the eligible manufacturers or their authorized distributors for supply of Steel Cots to three campuses RGUKT located at Basara (Adilabad Dist), Nuzvid (Krishna Dist) and R K Valley (YSR Kadapa Dist). The details of bidding conditions and other terms can be downloaded from the electronic procurement platform of Government of Andhra Pradesh i.e. www.eprocurement.gov.in
- 2) Bidders would be required to register on the e-Procurement market place “www.eprocurement.gov.in” and submit their bids online. On registration with the e-Procurement market place they will be provided with a user id and password by the system through which they can submit their bids online.
- 3) 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 on line. The attested copies of all these uploaded documents of technical bid, signed undertaking of tenderer should be submitted off line to Registrar, RGUKT, Hyderabad by 03.30 PM of 06.07.2013. The RGUKT will consider only the bids submitted through on-line over the copies of the paper based bids.
- 4)
 - a) The participating bidder/s will have to pay tender processing fee (non-refundable) for the amounts specified in the Schedule of Requirements, in the form of Demand Draft drawn from any Nationalized Bank, in favour of Registrar, RGUKT, Hyderabad.
 - b) Further the bidder/s shall furnish, as part of it bid, the Bid security for the amounts specified in the Section-II of Tender Document be paid in the form of an unconditional and irrevocable Bank Guarantee issued by any Nationalized bank in the standard format as shown in the Tender Schedule or a crossed Demand Draft drawn in favour of Registrar, RGUKT, Hyderabad along with bids.

- c) Further all the participating bidders have to electronically pay a non-refundable transaction fee to M/s. APTS, the service provider through "Payment Gateway Service on E-Procurement platform", as per the Government Orders placed on the e-procurement website.
- d) RGUKT will not accept the tenders from blacklisted companies or undependable Suppliers whose past performance with RGUKT was found poor due to delayed and/or erratic supplies and those with frequent product failures, and also against whom there have been adverse reports of Sub-Standard Quality / Poor Service of Equipment supplies, as defined in the other parts of the Bidding document.

For any clarification and further details on the above tender please contact Telephone No: 040-23001830 or Contact Person during office hours.

SECTION-II

STATEMENT OF IMPORTANT LIMITS/VALUES RELATED TO BID

Item	Description
Submission of Samples	One sample of item (Steel Cots) confirming to the specifications of tender to be submitted at the time of opening of technical bids.
EMD	Rs .3,00,000/- by way of Demand Draft/Bank Guarantee from any Nationalized Bank . DD/BG from other than Nationalised Banks will not be accepted.
Bid Validity Period	90 days from the date of opening of commercial bid
EMD Validity Period	90 days from the date of opening of commercial bid
Warranty Period	5 Years comprehensive warranty.
Variation in quantities	± 40%
Period for furnishing performance Security	Within 10 days from date of receipt of award
Delivery Schedule	Bidder shall deliver the goods in one single lot within 45 days from the date of award of the contract.
Performance security Deposit	5% of contract value
Performance security Deposit validity period	1 year from award of contract
Period for signing the Agreement with Acceptance	Within 7 days from date of receipt of notification of award
PAYMENT TERMS	
On delivery at user site	90% of contract value, within 15 days of acceptance of material. Balance 10% will be paid over a period of 5 years @ rate of 2% per year. Note: Acceptance of material will be only after receipt of Steel Cots and after receipt of reports of technical tests on random samples confirming adherence to the specifications, mentioned in the Tender.
Maximum Liquidated Damages for late deliveries	3% for each week of delayed supply, maximum of 9%. If delay continues beyond two weeks, contract is liable for cancellation.

Placing work order	<ul style="list-style-type: none"> ➤ RGUKT will place order on identified successful bidder. ➤ All the payments shall be made directly by RGUKT to the successful bidder as per the tender terms and conditions. ➤ If decided RGUKT can split the order basing on the quoted price and service track record. The decision of RGUKT is final in this regard.
Transaction Fee	<p>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 @ 12.36% as levied by Govt. of India on transaction fee through online in favour of MD, APTS. The amount payable to APTS is non refundable.</p>
Transaction Fee Payable to	The Managing Director, A.P. Technology Services Ltd., Hyderabad
Bid submission	<p>OnLine. Bidders are requested to submit the bids after issue of minutes of the pre bid meeting duly considering the changes made if any, during the pre bid meeting. Bidders are totally responsible for incorporating/complying the changes/amendments issued if any during pre bid meeting in their bid.</p>
Procedure for Bid Submission	<p>Bids shall be submitted online on www.eprocurement.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 www.eprocurement.gov.in 2. Bidders can log-in to e-procurement platform 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-market place. 4. The bidders should scan and upload the respective documents in Pre-Qualification and Technical bid documentation including EMD. The bidders shall sign on all the statements, documents certificates

	<p>uploaded by them, owning responsibility for their correctness/authenticity.</p> <p>5. The hard copies of all the uploaded Technical / Price bid, to be attested by a Gazetted Officer or properly notarized.</p> <p>6. The rates should be quoted in online only</p>
Other conditions	<p>1. After uploading the documents, the copies of the uploaded technical bid documents, sample Steel Cot for evaluation and original Demand Drafts in respect of Bid Security and Bid document fee are to be submitted by the bidder to the “The Registrar, RGUKT, Vindhya-C4 Building, IIT Campus, Gachibowli, Hyderabad-32”, by 03:30PM on 06.07.2013.</p> <p>Failure to furnish any of the uploaded documents, certificates, will entitled in rejection of the bid. The RGUKT shall not hold any risk on account of postal delay. 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, action will be initiated as deemed fit and the Bid Security will be forfeited.</p> <p>2. RGUKT will not hold any risk and responsibility regulating non-visibility of the scanned and uploaded documents.</p> <p>3. The Documents that are uploaded online on e-market place will only be considered for Bid Evaluation.</p> <p>4. Important Notice to Contractors, Suppliers and Department users (i) In the endeavor to bring total automation of processes in e-Procurement, the Govt. has issued orders vide G.O.Ms.No. 13 dated. 5.7.2006 permitting integration of electronic Payment Gateway of ICICI/HDFC/Axis Banks with e-Procurement platform, which provides a facility to</p>

	participating suppliers / contractors to electronically pay the transaction fee online using their credit cards.
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SECTION-III

TENDER SCHEDULE

1. PREAMBLE:

The Registrar, Rajiv Gandhi University of Knowledge Technologies (RGUKT), Hyderabad invites tenders for supply of Steel Cots to its three campuses located at Basar (Adilabad District), Nuzvid (Krishna District) and RK Valley (YSR Kadapa District), through e-procurement platform.

2. SCOPE OF WORK

Supply of Steel Cots to the three campuses of RGUKT located at Basara (Adilabad Dist), Nuzvid (Krishna Dist) and R K Valley (YSR Dist).

3. EARNEST MONEY DEPOSIT / SECURITY DEPOSIT:

3.1 The tender should be accompanied by Earnest Money Deposit (EMD) for **Rs.3,00,000/-** by way of crossed Demand Draft/ Bank Guarantee issued/ drawn from any Nationalized Bank in favor of “Registrar, RGUKT” payable at Hyderabad. Tenders received without EMD will be summarily rejected.

3.2 Forfeiture of the EMD will be made in the following events:

3.2.1 Withdrawal of bid during the bid validity period.

3.2.2 In case of successful bidder, if the bidder fails to sign the contract in time or fails to submit performance guarantee.

4. PERFORMANCE SECURITY:

4.1 The successful bidder has to deposit 5% of the total contract value as performance security deposit in the form of Bank Guarantee from any Nationalized Bank.

4.2 The Performance Security Deposit / Bank Guarantee of successful bidder will be retained for the period of contract in force and will be returned after expiry of contract, after deducting the outstanding liabilities if any.

4.3 The Performance Security Deposit / Bank Guarantee shall not carry any interest.

5 ELIGIBILITY CRITERIA

- 5.1 This bid is open to all firms within India who are eligible to do business under relevant Indian laws as in force at the time of bidding, subject to meeting the pre-qualification criterion.
- 5.2 The bidder should have an internal manufacturing facility including phosphate and Powder Coating unit capacity for manufacturing at least **2000** cots in **45** days;
- 5.3 The Bidder should have a minimum Turnover of **Rs.2.00 Crores**. During the last financial year ending with March 2013. A Certificate of the Bidders turnover in Rupees must be enclosed and be duly certified by firm of Chartered Accountants.
- 5.4 The Bidder should have ISO 9001:2008 certification **for Manufacturing of Furniture.**
- 5.5 The Bidder should be registered with Central Excise Department and he should submit **the monthly returns of highest Tax paid during the last financial year ending with March 2013.**
- 5.6 He should furnish satisfactory performance certificate from the parties concerned to whom bulk supplies were affected, in case such supplies were made. RGUKT may contact any such parties to elicit details.
- 5.7 The Bidder should be registered under VAT Act/CST Act with the relevant State Sales Tax Authorities. He should furnish along with the bid document, **the monthly returns of highest Tax paid during the last financial year ending with March 2013 and** the relevant VAT/CST document.
- All bidders shall include the following information and documents with their tenders (in the Technical bid cover)
- 5.7.1 Copies of original documents defining the constitution or legal statues, 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.
- 5.7.2 Machinery/equipment owned by the bidder and number of employees.

5.7.3 Latest Income Tax Saral form / Returns filed **along with PAN/TAN Cards copies.**

5.7.4 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.**

6. INSTRUCTIONS TO BIDDERS

- 6.1 Tenders with over writings, alterations etc., will not be admitted unless they are attested by the bidder. Where there is a discrepancy between the amount (Rupees) in figures and words, the price, which is least of the two, will prevail.
- 6.2 Bid should be strictly in conformity with the Terms and Conditions mentioned in the tender schedule.
- 6.3 Bidders are expected to examine all the terms and instructions mentioned in the tender schedule and prepare their proposals accordingly. Failure to provide all requisite information will be at the bidders' own risk and may result in the rejection of the tender.
- 6.4 All assertions made in connection with the tender are to be supported / substantiated by relevant documents. The Registrar, RGUKT reserves the right to verify the credentials of the bidder as per the eligibility criteria.
- 6.5 The Registrar, RGUKT will notify the bidder whose tender has been accepted.
- 6.6 The successful bidder shall execute an agreement with RGUKT on Non-judicial stamp paper worth Rs.100.00 agreeing to all the conditions of the contract within one week upon intimation of acceptance of Tender. The successful bidder has to submit performance security guarantee after taking Letter of Intent but before having contract agreement. Failure on enter into an agreement within the stipulated time will result in forfeiture of the EMD.

The Registrar, RGUKT reserves the right to issue instructions / modifications at any point of time before award of contract.

7. METHOD OF SUBMISSION:

Bids shall be submitted online on www.eprocurement.gov.in Platform.

- 7.1. The participating bidders in the tender should register themselves free of cost on e-procurement platform in the website www.eprocurement.gov.in
- 7.2. Bidders can log-in to e-procurement platform in Secure mode only by signing with the Digital certificates.
- 7.3. 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-market place.
- 7.4. The bidders shall sign on all the statements, documents certificates uploaded by them, owning responsibility for their correctness/authenticity.
- 7.5. The bidders should scan and upload the respective documents in Technical Documentation as per the check list.
- 7.6. After uploading the documents, the copies of the uploaded technical bid documents, sample Steel Cot for evaluation and original Demand Drafts in respect of Bid Security and Bid document fee are to be submitted by the bidder to the "The Registrar, RGUKT, Vindhya-C4 Building, IIIT Campus, Gachibowli, Hyderabad-32", by **03:30PM on 06.07.2013.**
- 7.7. Failure to furnish any of the uploaded documents, certificates, will entitle in rejection of the bid. The RGUKT shall not hold any risk on account of postal delay. 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, action will be initiated as deemed fit and the Bid Security will be forfeited.
- 7.8. RGUKT will not hold any risk and responsibility regulating non-visibility of the scanned and uploaded documents.
- 7.9. The Documents that are uploaded online on e-market place will only be considered for Bid Evaluation.

- 7.10. Important Notice to Contractors, Suppliers and Department users
(i) In the endeavor to bring total automation of processes in e-Procurement, the Govt. has issued orders vide G.O.Ms.No. 13 dated. 5.7.2006 permitting integration of electronic Payment Gateway of ICICI/HDFC/Axis Banks with e-Procurement platform, which provides a facility to participating suppliers / contractors to electronically pay the transaction fee online using their credit cards.

In case of consortium either the prime bidder or the consortium partner can purchase the bid document. The bid can be filed either with user ID of prime bidder or consortium partner.

- 7.11. The rates should be quoted online only.

8 EVALUATION PROCEDURE:

- 8.1 The Tenders will be opened on 06.07.2013 at 04:00 PM by the Registrar, RGUKT or his authorized representative in the presence of the bidders or their authorized representative who may be present at that time.
- 8.2 The Technical Bids will be opened first on 06.07.2013 at 04.00 PM. The tenders will be evaluated so as to ascertain the capability of the bidders to provide the material within the period mentioned above and also to assess whether the bidder satisfies the eligibility criteria as detailed in Clause 5 above.
- 8.3 The rejection of the bidder on technical grounds will be based on the failure to meet eligibility requirements.
- 8.4 Also the bidder has to produce samples of each item at the time of technical bid opening the samples will be inspected by the Members of the Technical Committee for conformance of the specifications. The Committee may reject a bid for non conformance of the specifications.
- 8.5 Price Bid of only those bidders, who have fulfilled the eligibility criteria specified in Clause '5', 8.2 and 8.4 above, will be considered and who does not fulfill the eligibility criteria will not be considered and their tender stands rejected.
- 8.6 Any claims or disputes raised by the unsuccessful bidders in respect of selection process and non-allotment of award will have no legal validity and will not be

enforceable against the RGUKT. No further correspondence will be entertained regarding the disqualification.

- 8.7 The Registrar, RGUKT reserves the right to accept or reject any / or all the tenders without assigning any reasons whatsoever. The Registrar, RGUKT also reserves the right to cancel the selection process for award of the contract at any time. The decision of the Registrar, RGUKT is final and binding.

9. PENALTY CONDITIONS :

- 9.1 3% will be deducted from total value of the order for each week of delayed supply, and maximum of 9% will be deducted, If delay continues beyond two weeks, the contract is liable for cancellation.

(NOTE: Delivery must be made in a single lot within 45 days from the date of award of contract)

- 9.2 5 % In addition if the contract is cancelled the performance security will be en-cashed and forfeited.
- 9.3 In case after random sampling of the supplied lot, it is found that there is any non conformance to specifications the performance guarantee will be en-cashed, forfeited and the bidder will have no claim to any payments. The entire lot will be rejected.

10. VALIDITY OF THE TENDER/BID

The Tender shall remain valid for a period of 365 days from the date of opening of commercial bid.

11. GENERAL TERMS & CONDITIONS

- 11.1. The supply and distribution of Steel Cots shall be done at all the three Campuses of RGUKT located at Basar (Adilabad District), Nuzvid (Krishna District) and RK Valley(YSR District).

- 11.2. Goods are to be supplied as per the specification and quantity details as annexed to this bid document.
- 11.3. Delivery and distribution:
Bidder shall deliver the goods in one lot within 45 days from the date of award of the contract.
- 11.4. There shall be a warranty period of 5 years and within the warranty period, in case of any damage to the supplied material like breakage, wear and tear, mechanical defects etc it will be the responsibility of the supplier to replace the damaged material with a new one.
- 11.5. A random sample of any size will be picked from delivered cots by the bidder to the three Campuses of RGUKT. This sample will be subjected to tests, If the result indicates non conformance with the specifications, the entire lot will be rejected and the contract will stand cancelled without any liability on the part of RGUKT. In addition, this event shall lead to the forfeiture of the performance security amount.

12. DISPUTES:

All disputes and differences of any kind whatsoever arising out of or in connection with the contract, whether during or after completion of contract will be settled amicably in a spirit of co – operation and the RGUKT’s decision shall be final on all such matters and shall be binding on the Bidder.

13. DISCLAIMER:

- 13.1. Even though adequate care has been taken in the preparation of this Tender Schedule the Bidder should satisfy himself that the Schedule is complete in all respects. Discrepancy, if any, should be got clarified at the pre bid meeting
- 13.2. Neither RGUKT nor its employees make any representation or warranty as to the accuracy, reliability or completeness of the information in this tender schedule and it is not possible for the RGUKT to consider the investment objective, financial situation and particular needs of each party who reads or uses the Tender Schedule. Certain prospective Bidders may have a better knowledge of the scope

of work than others. Each prospective Bidder should conduct his or her own investigations and analysis and check the accuracy, reliability and completeness of the information in the Tender schedule and obtain independent advice from appropriate sources.

13.3. Registrar, RGUKT reserves the right to reject any or all the Bids submitted in response to this request for Proposal at any stage without assigning any reasons whatsoever.

13.4. Registrar, RGUKT reserves the right to change any or all of the provisions of this Request for Proposal.

14. REJECTION OF TENDERS:

14.1. The Registrar, RGUKT reserves the right to cancel the tender process and reject all tenders at any time prior to the award of contract without thereby incurring any liability as against the affected bidder or any obligations to inform the affected bidder of the grounds of acceptance or rejection.

14.2. No bidder is entitled to withdraw his or her offer after submission. In case of such withdrawal, the EMD deposited along with the tender schedule will stand forfeited.

14.3. For breach of any of the conditions prescribed in the tender or as specified by the RGUKT from time to time, the EMD is liable to be forfeited. Decision of the Registrar, RGUKT in this regard is final and binding on bidder.

15. Requirement :

The following Steel Cots are required in the specifications mentioned here under for all the three Campuses of RGUKT located at Basar (Adilabad District), Nuzvid (Krishna District), RK Valley (YSR District)

Specifications of Steel Cots

1. Supplying steel cot with overall size of length 1830 mm, width 915 mm and height 360 mm with the following specifications as per drawing.
2. The outer frame is of pressed steel open box type section (Profile A) of size 100 mm x 20 mm made of Electro- Galvanized (GI) sheet of 1.6 mm thick of grade **confirming to IS 277.**
3. The legs are with hollow steel section of size 40 mm x 40 mm and CRC square pipe 1.6 mm thick of Yst 210 grade confirming to IS 4923
4. The intermediate supports of bed plank are of pressed steel of “U” type profile (Profile B) of size 50 mm x 35 mm made of CRC sheet of 1.2 mm thick of “grade confirming to IS 277).
5. The bed plan is 18 mm thickness pre-laminated particle board grade as per IS:12823-1990 and is to be fixed to frame work with sheet metal screws of 16mm long/with board side laminated.
6. The steel frame is to be welded properly by ARC welding using good quality electrodes confirming to IS 814, the welding is to done for full contact length of the joint on all sides and is to be grinded and buffed to present a seamless finish. All the CRC steel sections are to be pretreated by phosphate treatment (8-stage treatment) and are to be epoxy powder coated of 50 micron thick. The legs are to be provided with external type PVC bushes of 30 mm height and 3 mm thick.
7. A Draw with a size of 780 mm x 900 mm x 220 mm made of Electro-Galvanized (GI) sheet of 1.25 mm thick with 4 wheels having frame of 25 mm x 25 mm x 3 mm MS angle has to be provided in between centre Foot leg Bows of **grade confirming to IS 277.**
8. The rates such as Unit rate, Taxes, Duties, Packing & Delivery charges etc shall be separately quoted in price bid.
9. Epoxy Powder coating should be done for all G.I. Sheets.

Financial Bid

Price Schedule for Goods offered

Please quote amounts in numerals and words at each place.

S.No.	Description	Quantity	Unit Price (Rs.) without taxes & Duties	Taxes & Duties on Unit Price	Unit Price (Rs.) with Taxes & Duties (4+5)	Total Price (Rs.) (3*6)
1	2	3	4	5	6	7
1	Steel Cots	3000				

(Signature of Bidder)

ANNEXURE-1

RGUKT. Ref. No: RGUKT/Proc/SteelCots/T02/2013

Bid Security(EMD) form

(To be issued by a Nationalized Bank in India and having at least one branch in Hyderabad)

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,. (hereinafter called “The RGUKT”) in
the sum offor which payment well and truly to be made to the said RGUKT 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 during the period
of bid validity
 - 1) Fails or refuses to execute the contract form if required; or
 - 2) Fails or refuses to furnish the performance security, in accordance with the bid
requirement;

We undertake to pay the RGUKT up to the above amount upon receipt of its first written
demand, without the RGUKT having to substantiate its demand, provided that in its
demand the RGUKT 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-II

RGUKT Ref. No... RGUKT /Proc/SteelCots/T02/2013

PERFORMANCE SECURITY FORM

(To be issued by a Nationalized Bank in India and having at least one branch in Hyderabad)

To :.....(Address of RGUKT)

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.

WHEREAS we have agreed to give the Vendor a Guarantee:

THEREFORE 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.

This guarantee is valid until theday of (Date)

Place:

Signature of Guarantors and Seal

Date:

ANNEXURE-III

SUPPLY AGREEMENT FORM

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

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

Tender Reference No: RGUKT/Proc/SteelCots/T02/2013, dated.19.06.2013

Title of the project : Supply of Steel Cots to the three campuses of RGUKT

Brief outline of the work: Supply of 3000 Steel Cots to the three campuses of RGUKT located at Basar (Adilabad District), Nuzvid (Krishna District) and RK Valley (YSR Kadapa District)

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. clarifications issued by RGUKT if any,
3. RGUKT notification of award.

In consideration of the payments to be made by the RGUKT to the Vendor as hereinafter mentioned, the Vendor hereby covenants with the RGUKT to provide the **items and to replace defective items during the warranty period** therein in conformity, in all respects, with the provisions of the contract.

The RGUKT hereby covenants to pay the Vendor in consideration of the provision of the items and **to replace defective items during the warranty period** 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 45 days from the date of award of the contract.
- Payment to the tune of 90% of contract value will be made within 15 days of acceptance of material. Balance 10% will be paid at the rate of 2 % per year whole a period of 5 years from the date of acceptance of the supplied items
Note: Acceptance of material will be only after receipt of Items and after receipt of reports of technical tests on random samples confirming adherence to tender specifications.
- Liquidated damages for late deliveries will be at the rate of 3% for each week of delayed supply, up to a maximum of 9%. If delay continues beyond two weeks, contract is liable for cancellation
 - In addition if the contract is cancelled, the performance security 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 guarantee 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 Items supplied shall be done at all the three campuses of RGUKT located at Basar, Nuzvid and RK Valley.
 - There shall be a warranty period of 5 years and within the warranty period, in case of any damage to the supplied material like breakage, wear and tear, mechanical defects etc., it will be the responsibility of the supplier to replace the damaged material with a new one.
- A random sample of any size will be picked from the lot of items delivered by the bidder to the three campuses of RGUKT. This sample will be subjected to tests, if necessary at labs anywhere in the country to ensure 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. In addition, this event shall lead to the forfeiture of the performance security amount.

- 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 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

Signed, and delivered by

for the Vendor.

For. Rajiv Gandhi University

Vendor's common seal:

of Knowledge Technologies

Place

RGUKT common seal:

Date:

Place:

Date:

In the presence of:.....

BID LETTER FORM

From:

(Registered name and address of the bidder)

To

Rajiv Gandhi University of Knowledge Technologies,

Ground floor, Vindhya C4 Building,
IIIT-H Campuses, Gachibowli,
Hyderabad-500032.

Sir,

Having examined the bidding documents and amendments there on, we the undersigned, offer to supply and deliver the Steel Cots (and other related materials) 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 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. Obtain the performance guarantee from a scheduled bank in accordance with bid requirements for the due performance of the contract, and
- 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.

BIDDER INFORMATION

1	Name of the organization	
2	Year of establishment	
3	Registered Office Address	
4	Phone No.	
5	Fax No.	
6	Email	
7	Total No. of branch offices in AP	
8	Whether Manufacturer	Yes/No
9	Details of EMD furnished	
10	Details of certificates enclosed.	

Turn over details of item/product – 2012-13

S.No	Item name	Nos. sold	Amount (Rs in Lakhs)

List of Major Customers – 2012-13

S. No	Customer Full Address	Year of supply	Item Name	Turn Over (Rs. in Lakhs)

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	EMD/Bank guarantee from Nationalized Bank	
2	Technical Bid	
3	Financial Bid	
4	Proof of having supplied materials during the FY12-13	
5	Certificate issued by the firm of Chartered Accountants regarding turnover of the subject material	
6	Copy of ISO certification	
7	Satisfactory performance certificate from parties	
8	Constitution/Legal status of the Firm	
9	Copy of Registration Certificate	
10	Latest Income Tax Return filed	
11	VAT/CST Registration	
12	Latest VAT/CST Return	
13	Power of Attorney, wherever applicable	
14	List of Machinery/equipment of the bidder	
15	Number of Employees	
16	List of present clientele with addresses & phones numbers	
17	All other information/documents that are required in the Bid documents.	

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