

Government of West Bengal

Sarva Shiksha Mission • Cooch Behar

Jnanakur Bhawan (2nd Floor), Harendra Narayan Road, Cooch Behar



Memo No.: 641/SSM/COB/16-17

Date: 15/03/2017

NOTICE INVITING TENDER

Sealed Tenders are invited from the bona fide Agencies having experience in supply of microscope or similar type of materials in any Educational Institution / Government Department/ Government Undertaking / Semi-Government Organization under single bid system for 19 nos. of New Setup Upper Primary schools under Sarva Shiksha Mission of Cooch Behar District.

◆ PLEASE EXAMINE EACH AND EVERY CONDITION CAREFULLY ◆

1. Bidders are requested to go through carefully the Tender documents including instruction even therein an enclosed hereto before filling up the page provided therein and signing the Tender documents. Failure to compile with any of the requirements indicated as in the provision of NIT would disqualify the Tenderer to participate in Tender Selection Process.
2. The Bidders should submit the whole Tender document along with Rate-Schedule with seal & signature signing and affixing his/her agency's stamps at each page of the Tender and all its Annexure (if any) as the acceptance of the offer made by him/her agency will be deemed as a contract and no separate formal contract will be drawn. No page should be detached /removed from the tender paper containing page no. 1 to 5.
3. Date & Time Schedule:

Sl. No.	Particulars	Date & Time
1.	Selling of Tender Papers at free of cost	From 17.03.2017 to 22.03.2017
2.	Submission of Tender papers	From 17.03.2017 to 23.03.2017 (12.00 Noon) by Registered Post or by person to the Tender Box kept in DPO office.
3.	Opening of Tender	23.03.2017 at 3.00 pm

4. Work Description with Specification:

Sl. No.	Name of the Component to be supplied	Quantity to be supplied	Estimated Cost (Rs.)	Earnest Money (Rs.)	Security Deposit (Rs.)	Specification
1.	Compound Microscope (Olympus / Oxford or "Equivalent")	19	190000/-	3800/-	15200/-	Ocular Lens: 10X & 15X Objective Lens: 10X & 45X Standard packing with wooden / metal box
2.	Warranty & Maintenance	Warranty of Major Parts of the item should be specified clearly as per given format and under warranty if required any parts is to be repaired/replaced within 3 days along with one year free maintenance onsite.				

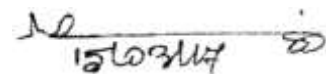
Signature of Bidder with rubber stamp

Sl. No	Name of the Item	Major Parts	Warranty
1	Microscope	i) ii) iii)	

5. Supply and warranty of materials should invariably comply with the terms and condition mentioned in the tender document.
6. **Delivery:** Items should be delivered at the address of specific office of the Circle Project Coordinator as per **Annexure-C**
7. Details information will also be seen at **www.coochbehar.gov.in**
8. **Earnest Money:** EMD is to be deposited with the Bid and it shall be in favour of the DPO, SSM, Cooch Behar in the shape of Demand Draft / Banker's Cheque/ Call Deposit / Pay Order on any bank payable at Cooch Behar. Validity of such should not be less than 90 days from the date of opening, failing which the tender will not be considered and will be treated as cancelled. EMD of the unsuccessful bidders shall be returned as promptly as possible upon award of contract.
9. **Security Deposit:** It shall be calculated as 8% on estimated work value. The EMD of the successful bidder shall be converted to Security Deposit and the rest amount shall be deposited by 3 days calculated from the date of opening of the tender in favour of the DPO, SSM, Cooch Behar in the shape of Demand Draft / Banker's Cheque. It shall be refunded within three months of the supply of the product and if found those items work at satisfactorily.
10. **Credential:** For submission of tender, the bidder shall submit self attested photocopies of payment or execution certificate & Work Order in support of successful completion of similar type of work of value **not less than 50% as total value of the work for the last Three years (FY 2013-14 to 2015-16)** in any Government Department/ Government Undertaking/ Semi-Government Organisation / Schools /Colleges, failing which the tender shall be rejected.
11. Interested and eligible Bidders are required to submit the Bid in a sealed envelope super scribing such as **"Tender for supply of Compound Microscope under SSA, Cooch Behar"**.
12. Each corrections made by the bidder in the tender paper shall be authenticated by the person or persons signing the bid. The bid shall contain no interlineations, erasures or overwriting.
13. No change shall be permitted after opening of bids.
14. Tender will be opened by the DPO, SSM, Cooch Behar in presence of intending Tenderers or their authorized representatives in the chamber of the District Project Officer, SSM, Cooch Behar.
15. Rate should be quoted both in figure as well as in words. Rates shall be unconditional and inclusive of every demand in Indian Rupees i.e. all charges, taxes, royalty, toll charge, carriage, delivery charge etc. No escalation and / or price adjustment shall be entertained under any circumstances.
16. The Tender shall be valid up to 90 (ninety) days from the date of opening of the tender.
17. **Time is the essence of this Contract.** Time for completion shall be reckoned from the date of issue of Work Order by the Authority. Supply is to be completed within 7 days calculated from the issue of supply order. No extension of time will be allowed except in special cases. If any delay occurs, an amount not exceeding 1% of the estimated work value for each day of delay will be charged as compensation without any prejudice to the generality of this provision. Apart from this any other measures undersigned may take like black listing / forfeiture of EMD/ Security Deposit.

Signature of Bidder with rubber stamp

18. The Partnership firm shall furnish the registered partnership Deed, the power of attorney for the firm for signing the tender by a partner and the company shall furnish the Article of Association and Memorandum.
19. Joint venture shall not be allowed.
20. Registered Unemployed Engineers' Co-operative Societies / Unemployed Labour Co-operative Societies are required to furnish valid by law. Current Audit Report, valid clearance certificate from A.R.C.S for the current financial year along with other relevant supporting papers.
- 21. List of document shall be submitted with the Bid are as follows:**
- i. Application in prescribed proforma vide Annexure-A
 - ii. Earnest Money Deposit (EMD),
 - iii. VAT Registration Certificate,
 - iv. PAN,
 - v. Professional Tax Clearance Certificate with challan copy,
 - vi. Valid Trade License or Proof of registration of Company/Firm.
 - vii. Credential Certificate
 - viii. Proof of functional local office establishment and service centre for last 2 years at Cooch Behar.
 - ix. Rate offered schedule vide Annexure-B
 - x. Power of attorney for the firm for signing the tender by a partner. (if applicable)
 - xi. Partnership Deed. (if applicable)
 - xii. Valid N.O.C from concerned ARCS. (if applicable)
 - xiii. Audit report and Balance Sheet of last year. (if applicable)
22. **Payment:** Payment will be made after successful delivery of item in good condition against the challan and original Bill produced.
- Income Tax at the prevailing rate as applicable from time to time shall be deducted from Supplier's Bills as per Income Tax Act and quoted rates shall be inclusive of this.
 - No claim for delay issuance of work order as well as payment will be entertained.
23. Award of contract shall normally be made within 7 days from the date of opening of the tender.
24. The tender inviting authority reserves the right to negotiate with the Tenderer whose offer is the lowest evaluated price for further reduction of price. The same also reserves the right to negotiate with other Tenderers to match the negotiated L1 price.
25. The tender inviting authority reserve the right to reject any or all the tenders without assigning any reason whatsoever and to split up work if necessary and to accept the tender whole or part subject to satisfaction of the tender inviting authority at any point of time and without incurring any liability to the affected bidder or bidders, if any.

A handwritten signature in black ink, followed by the date '15/03/14' and a small circular stamp to the right.

**District Project Officer,
Sarva Shiksha Mission, Cooch Behar**

Signature of Bidder with rubber stamp

APPLICATION
(Supply for Microscope)
Annexure-A

(Vide memo no.....Dated.....)

1. Name of the Agency _____
2. Postal Address of the Agency _____
3. Contact Person: (Name) _____
4. Telephone _____ Mobile _____, Fax No. _____
5. E. Mail ID. _____
6. Nature of Agency [please put tick mark]
 - i. Proprietorship
 - ii. Partnership
 - iii. Cooperative
 - iv. Other (Please Specify)
7. PAN of the agency _____
8. VAT No. _____
9. Trade License No. of the Agency _____
10. Registration No. (In case of the Firm/Company/Manufacturer) _____

CERTIFICATE

Certified that the information furnished above is correct to the best of my knowledge and belief.

Signature of Bidder with rubber stamp

Rate Schedule

Annexure-B

(Vide NIT No. _____ of _____ Dated _____)
(Item RATE)

Sir,

I have gone through the terms & conditions of the Tender (para earmarked as 1 to 24) and with satisfaction the following rate is offered by me:

<i>Description of Item</i>	<i>Olympus / Oxford Brand (Specify the Brand)</i>	<i>OFFERED RATE</i>	
		<i>Amount in Rs.</i>	<i>Amount in Words</i>
Compound Microscope			

Certified that:

1. The work will be done exactly as per specification.
2. The requisite papers as asked for is submitted with the Tender Form and those are true
3. Terms & Conditions of the Tender is accepted by me
4. The submitted Earnest Money of Rs. _____ (Rupees
in the shape of _____ in favour of _____

Should this Tender be accepted I / We hereby agree to affirm and undertake to abide by all the terms, conditions and specifications given in the Bid Document while performing the contractual obligations relating to **supply of Compound Microscope** mentioned in the said condition.

(Full signature of the Tenderer with rubber stamp)

Address: _____

ANNEXURE-C

LIST OF SCHOOLS FOR MICRO-SCOPE SUPPLY AS TEACHING LEARNING EQUIPMENTS (T.L.E) OF NEW SET-UP UPPER PRIMARY SCHOOLS, SSM, COOCH BEHAR.(2016-17)

Sl. No.	Name of Block	Name of CLRC	Address of CLRC	Name of New Set Up Upper Pry School
1.	DINHATA-I	DINHATA-WEST	P.O.Okrabari, Near Okrabari Alabaksh H.S. School, Dinhata	DANGA JR HIGH
2.	DINHATA-I	DINHATA-WEST	P.O.Okrabari, Near Okrabari Alabaksh H.S. School, Dinhata	GOBRACHARA JR HIGH
3.	DINHATA-I	DINHATA-WEST	P.O.Okrabari, Near Okrabari Alabaksh H.S. School, Dinhata	CHHOTO SOULMARI JR HIGH
4.	TUFANGANG-I	TUFANGANG-I	P.O. Chilakhana, Tufanganj	BALAGHAT UPPER PRIMARY
5.	TUFANGANG-I	TUFANGANG-II	P.O. Tufanganj, Adjacent of BDO Office, Tufanganj	NATABARI GIRLS JR HIGH
6.	TUFANGANG-I	TUFANGANG-II	P.O. Tufanganj, Adjacent of BDO Office, Tufanganj	SHALBARI GIRLS JR HIGH
7.	TUFANGANG-I	TUFANGANG-II	P.O. Tufanganj, Adjacent of BDO Office, Tufanganj	CHAMTA GUNESWARIDHAM JR HIGH
8.	TUFANGANG-I	TUFANGANG-II	P.O. Tufanganj, Adjacent of BDO Office, Tufanganj	BILSI NO-I JR HIGH
9.	TUFANGANG-I	TUFANGANG-II	P.O. Tufanganj, Adjacent of BDO Office, Tufanganj	CHAMTA NO-I JR HIGH
10.	TUFANGANG-I	TUFANGANG-II	P.O. Tufanganj, Adjacent of BDO Office, Tufanganj	DORKO GOVT UPPER PRIMARY
11.	TUFANGANG-II	BOXIRHAT	P.O. Boxirhat, Adjacent of BDO Office, Boxirhat	MECHKOKA JR HIGH
12.	TUFANGANG-II	BOXIRHAT	P.O. Tufanganj, Adjacent of BDO Office, Tufanganj	TAKOAMARI NO-2 JR HIGH / RASIKBIL JR HIGH
13.	SITALKUCHI	SITALKUCHI	P.O. Gosairhat, Sitalkuchi	PURBA BHOGDABRI JR HIGH
14.	HALDIBARI	HALDIBARI	P.O. Haldibari, Adjacent of BDO Office, Haldibari	HEMKUMARI DANGAPARA JR HIGH
15.	HALDIBARI	HALDIBARI	P.O. Haldibari, Adjacent of BDO Office, Haldibari	SAMILABOSH JR HIGH
16.	HALDIBARI	HALDIBARI	P.O. Haldibari, Adjacent of BDO Office, Haldibari	BALADANGA JR HIGH
17.	HALDIBARI	HALDIBARI	P.O. Haldibari, Adjacent of BDO Office, Haldibari	KASIABARI GIRLS JR HIGH
18.	HALDIBARI	HALDIBARI	P.O. Haldibari, Adjacent of BDO Office, Haldibari	BASARAJBALA JR HIGH
19.	HALDIBARI	HALDIBARI	P.O. Haldibari, Adjacent of BDO Office, Haldibari	SAHEBGANG TANTIPARA JR HIGH

(Handwritten Signature)

**District Project Officer,
Sarva Shiksha Mission, Cooch Behar**