



(0651) 2410082 (O)  
(0651) 2410250 (R)  
(0651)2412963 Fax

# NIRMALA COLLEGE

Ranchi - 834002

Accredited by NAAC with Grade 'A'  
A College with Potential for Excellence  
(Affiliated to Ranchi University, Ranchi)

Website : [www.nirmalacollegeranchi.com](http://www.nirmalacollegeranchi.com)

E-mail : [nirmala\\_college@yahoo.co.in](mailto:nirmala_college@yahoo.co.in)

: [nirmala.college@rediffmail.com](mailto:nirmala.college@rediffmail.com)

## NOTICE INVITING TENDER

**E-Tender ID:** NCR/CPE/e-Tender 05/2017-18

**Date:** 23.10.2017

**Tender Title:** Supply of textbooks & reference books for UG & PG courses

Sealed Tenders in Technical & Financial Bid systems are invited from the Authorized dealers/Firms/Suppliers having TIN/GST/PAN number for the supply and fitting of window grills in classrooms, under UGC-CPE Scheme to Nirmala College, Doranda, Ranchi.

Sl. No.	Name of Items	Technical Specifications	Qty	Unit
1	Textbooks & reference books	UG & PG courses	-	-

The tender document may also be obtained from the office of the undersigned between 10:00 AM – 4:00 PM on all working days. The sealed tenders must reach the office of the Principal, Nirmala College, Doranda, Ranchi – 834002 on or before the tender closing date. The undersigned reserves the right to accept/ reject any or all tenders without stating any reason thereof.

<b>Price of Tender</b>	NIL
<b>Bid Security cost</b>	NIL
<b>Date of Commencement of availability of Tender documents</b>	23.10.2017
<b>Tender Closing Date</b>	29.11.2017
<b>Last Date of Receipt of Tender documents</b>	29.11.2017
<b>Date &amp; Time of Opening of Tender</b>	11.12.2017; 11:00 AM
<b>Address for submission of Tender documents</b>	Principal, Nirmala College, Doranda, Ranchi - 834002

*[Handwritten Signature]*  
23.10.2017

**Principal**  
**Nirmala College, Ranchi**  
**Principal**  
**Nirmala College**  
**Doranda, Ranchi**

# **NIRMALA COLLEGE**

**DORANDA**

**RANCHI - 834002**



**NOTICE INVITING TENDER REF. NCR/CPE/e-Tender 05/2017-18**

**Tender Title: Supply of textbooks & reference books for UG & PG courses**

## **GENERAL BID FORM**

Notice Inviting Tender Ref. \_\_\_\_\_

1. Name
2. Full Address
3. Fax No.
4. Telephone No.
5. E-mail Id
6. Legal Status of the Firm
7. TIN/GSTIN
8. PAN
9. Items for which you have submitted the bid
10. Location & Address of your factory/ firm
11. Have you enclosed all documents and papers called for in this tender document? Kindly  
enclose a list. (Use a separate sheet of paper)
12. Do you have a post sales servicing centre in Jharkhand? If yes, give its name, full address  
and contact details.

SIGNATURE & SEAL OF THE BIDDER

## TECHNICAL BID FORMAT

Notice Inviting Tender Ref. \_\_\_\_\_

Sl. No.	Name of the Item	Specification offered by the bidder/ manufacture make/model	Quantity	Details of Deviation (If any)	Remarks

SIGNATURE & SEAL OF THE BIDDER

## FINANCIAL BID FORMAT

Notice Inviting Tender Ref. \_\_\_\_\_

Sl. No.	Name of the item	Specification offered by the bidder/ manufacture make/model	Quantity	Unit price(Rs)

1. GST:
2. Other charges (To be specified):
3. Total amount payable for the supply of entire quantity of items mentioned in the Tender document (in Rs.):
4. Terms of Delivery:
5. Terms of Payment:

SIGNATURE & SEAL OF THE BIDDER

**COMPLIANCE CERTIFICATE (CHECK LIST) FOR N.I.T.**  
**TERMS**

(To be enclosed in the Technical bid)

<b>Sl. No.</b>	<b>NIT Terms and conditions</b>	<b>YES/NO</b>
01.	Rate quoted	
02.	Validity of quoted rate (minimum for six month)	
04.	Payment terms agreed	
05.	Delivery terms agreed	
06.	Warranty period agreed	
07.	After sale service provided	
08.	Experience in scientific works	
09.	ISO 9001:2015 Certificate	

Signature with Seal

Vendor: M/S \_\_\_\_\_

## **GENERAL TERMS & CONDITIONS**

- (a) Properly sealed tender should be submitted in the office of the Principal, Nirmala College, Doranda, Ranchi - 834002 either in person or by speed post/registered post on or before 29.11.2017 by 4.00PM. Tender received after due date and time, whatsoever be the reason, will be rejected / not accepted.
- (b) On the envelope, Tender title, Tender Id/Ref. No., due date and department name must be prescribed/mentioned. If a group has sub section their separate sheet of paper should be used while quoting the rate for each sub-section so that they can put in separate files for processing.
- (c) Photo copy of GST/TIN/IT registration certificate must be submitted along which the quotation otherwise the quotation will be liable to be rejected or will be rejected.
- (d) Typing errors or strikethrough must be supported by due initial with date. Non-compliance or overwriting will lead to rejection of quotation.
- (e) Price must be quoted for inclusive of all charges.
- (f) Price must be valid for a period of 6 months from the date of opening of the tenders.
- (g) The bids shall be opened on 11.12.2017 at 11:00 AM in the office of the Principal, Nirmala college, Doranda, Ranchi-834002 in front of the bidders or their authorized person (with valid authorization letter) present during opening of the bid. But the tenders may be opened in the absence of bidders/representatives at the specified date and time.
- (h) The successful bidder shall have to enter into an agreement with the Principal, Nirmala College, Doranda, Ranchi.
- (i) PAYMENT: The institute will make full payment only after the receipt of goods in good condition/ completion of work and certified by the concerned Head of the department/Institution.
- (j) The undersigned/Tender calling authority reserves the right to accept any tender in full or part or to reject any or all tenders without assigning any reasons whatsoever.
- (k) Incomplete tender or tender received after due date will be rejected automatically.
- (l) At least one year onsite comprehensive warranty of all items supplied must be provided.
- (m) Documents in support of experience of execution of similar works in Universities / college must be submitted along with the quotation.
- (n) ISO certification of the party/ firm is desirable.
- (o) In case of any legal dispute, the jurisdiction will be under the court of Ranchi, Jharkhand.

### **Technical conditions:-**

- (a) Detailed profile of the agency must be enclosed.
- (b) The bidder shall have to provide income tax paid in the last three financial years.
- (c) The bidder should clearly mention the technical specifications of the item for bid.
- (d) The bidder should submit the Authorization from the manufacturer.
- (e) The bidder should submit in item proprietary certificate, in case of proprietary items.
- (f) The bidders are requested to quote unit price of each item in the given list.
- (g) N.I.T refers to Notice Inviting Tender.

Sd/-  
Principal  
Nirmala College  
Doranda, Ranchi - 834002