



# MAHISHADAL RAJ COLLEGE

(Govt. Sponsored)

Estd. : 1946

NAAC accredited 'A' Grade College

DST (FIST) Govt. of India Approved College

Mahishadal :PurbaMedinipur

E.mail : principal.mrc1946@gmail.com



Memo No. : 037/MRC/RUSA/PRO/2023-24/ET(1<sup>st</sup>Call)/2024  
NIT No.: WBDHE/MRC/04e-2023-24

Date : 31.01.2024

## Notice Inviting e-Tender (Submission of Bid through online)

The Principal, Mahishadal Raj College invites e-Tender on Item rate from the reliable and resourceful Companies / Firms / Contractors/ Suppliers having experience and acumen in supply work as noted below and the eligibility is depicted hereunder for participating in the Tender.

SL.NO	ITEM NAME	DESCRIPTION	QUANTITY	Earnest Money (R.S.)
1.	Hot air oven Small size centrifuge	15x15x18 inner ss Make E1	01	10000.00 (Ten thousand)
		Borosil	01	
2.	Suction pump	Code no.7110	01	
3.	Distillation set only auto-cut (DAPS)	Borosil	01	
4.	Vaccumdesicator (Dia 250mm)	Tarson	01	
5.	pH meter	Systronics	01	
6.	Printer EPSON L3251		01	

Details of Tender with necessary requirement towards submission of tender papers will be available online as per particulars given below:-

### Eligibility to participate in the Tender :-

(i) Intending tenderers should produce credentials of a similar nature of work of the minimum value of 40% of the estimated amount put to tender during 5(five) years prior to the date of issue of the tender notice; or, Intending tenderers should produce credentials of 2(two) similar nature of work, each of the minimum value of 30% of the estimated amount put to tender during 5(five) years prior to the date of issue of the tender notice; or, Intending tenderers should produce credentials of one single running work of similar nature which has been completed to the extent of 80% or more and value of which is not less than the desired value at (i) above; In case of running works, only those tenderers who will submit the certificate of satisfactory running work from the concerned Executive Engineer, or equivalent competent authority will be eligible for the tender. In the required certificate it should be clearly stated that the work is in progress satisfactorily and also that no penal action has been initiated against the executing agency, i.e., the tenderer.

(ii) Having valid P.Tax, PAN, GST Registration Certificate with GSTR 3B current return, Trade License,

(iii) ITR last 3 years, Annual turnover of Rs.3.0 lakh of last 3 years

(iv) Items rate should be quoted including GST.

**Mode of Payment :-** Earnest Money Deposit have to be deposit through net banking (RTGS or NEFT) as per guideline of Finance Department of Govt. of West Bengal. Earnest money deposit challan will be attached with documents.

**Date and Time Schedule :-**

Particulars	Date and Time
Publishing Date	01.02.2024 at 06.00 p.m.
Document download start date	01.02.2024 from 06.00 p.m.
Tender submission start date (online)	01.02.2024 from 06.00 p.m.
Tender submission closing date (online)	10.02.2024 at 3.00 p.m.
Date of Technical Opening	12.02.2024 from 4.00 p.m.

**Time of completion** – Time of completion of the contract is 15 days from the date of issue of Work Order.

Note 1 :- Works of all groups are independent and to be executed . All works put to tender are part of project where time is an important factor. No extension of time for reasons whatsoever will be permitted. If any Contractor / Supplier fail to complete its contract work within stipulated time, then penalty may be imposed against non completed portion of works in terms of Clause of Contract.

**Validity of Tender:** - A Tender submitted shall remain valid for a period of 120 calendar days from the date of opening of tender.

**Withdrawal of Tender:** -A Tender submitted shall not be withdrawn within the valid period. If any Tender / tenders withdraw his/their Tender(S) within the validity period then earnest money as deposited by him/them will be forfeited.

**Acceptance of Tender:-** The Principal, Mahishadal Raj College will accepted the Tender. He does not bind himself to accept otherwise the lowest Tender and reserves to himself the right to reject any or all of the Tenders received without assigning any reason thereof.

**Intimation:-** The successful Tenderer will be notified in writing of the acceptance of his Tender. The Tenderer then becomes the “Contractor” / “Supplier” and he shall forthwith take steps to execute Formal Contract Agreement in appropriate Govt. From with the ThePrincipal of Mahishadal Raj College and fulfill all his obligation as required by the Contract.

**Escalation of Cost:** - There will be no escalation in cost for materials or labour and contract price mentioned in the contract stands valid till completion of the contract.

**Execution of work :** - All supplied items must be installed by the Companies / Firms / Contractors/ Suppliers and it should bechecked &verified by the competent authority of Mahishadal Raj College in presense of suppliers after proper installation.

**Warranty or Defective Period:** Warranty or Defective period should be maintained as per norms.

**Payment :-** Payment will be made to the Contractor by the The Principal, Mahishadal Raj College after completion of the work on recommendation. Bank details as Scanned copy of Pass Book or scanned copy of a cancelled cheque must be produced in the time of bid submission.

**Influence:-** Any attempt to exercise undue influence in the matter of acceptance of Tender is strictly prohibited and any Tenderer who resorts to this will render his Tender liable to rejection.

**Following clauses are to e adhered to by the concerned Tender during the process of Tendering.**

In case office faces sudden closure owing to reason beyond the scope and control of the The Principal, Mahishadal Raj College, any of last date/dates as schedule may be extended up to next and following working days without issuing further and separate notice should the Principal feel it to be necessary and exigent.

Persons having authenticated and having registered power of Attorney may be considered lawfully becoming to be acting on and for behalf of the Tenderer.

Imposition of any duty/tax/rule etc. owing to change / application in legislations/enactment shall be considered as a part of the contract and to be adhering to by the Tenderer strictly.

Tender acceptance authority is The Principal, Mahisahdal Raj College.

All usual deductions for taxes i.e., GST, IT and Labour Welfare Cess etc as applicable will be made from the bills from time to time.

No conditional / incomplete Tender shall be entertained.

In the event of e-filing intending Tenderer may download the tender document from the website <http://wbtenders.gov.in> directly by the help of Digital Signature Certificate. Earnest money channal after paying in support of Earnest Money Deposited shall have to be up-loaded through e-filing.

Financial Tender will be submitted duly digitally signed in the website <http://wbtenders.gov.in> Tender document may be downloaded from website & submission of financial part as per Tender Schedule.

The requisite Earnest Money, as specified in this NIT shall be paid by on online mode.

The tender, at his own responsibility and risk is encouraged to visit and examine the site of works and its surroundings and obtain all information that may be necessary for preparing the tender and entering into a contract for the work as mentioned in the Notice Inviting Tender. The costs of visiting the site shall be at the tenderer's own expense. Traffic management and execution shall be the responsibility of the supplier at his/her/their risk and cost.

The Principal, Mahishadal Raj College ,PurbaMedinipur, reserves the right to reject or cancel any or all pre-qualification documents and bid document without assigning any reason whatsoever

Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in instruction to tender before tender.

During scrutiny, if it comes to the notice to tender inviting authority/ RUSA Committee that the credential or any other papers found incorrect/manufactured/fabricated, that Tender will not be allowed to participate in the quotation and that application will be out rightly rejected without any prejudice.

Before issuance of the work order, the tender inviting authotitymay verify the credential & other documents with the original of the lowest Tenderer, if found necessary. After verification, if it is found that such documents submitted by the lowest Qultationer is either manufactured or false, in that case, L.O.A./ work order will not be issued in favour of the quotationer under any circumstances.

Where an individual person holds a digital certificate in his own name duly issued to him against the company or the firm of which he happens to be a director or partner, such individual person shall, while uploading the tender for and on behalf of such company or firm, invariably upload a copy of registered power of attorney showing clear authorization in his favour. The power of attorney shall have to be registered in accordance with the provisions of the Registration Act, 1908.

## **INSTRUCTION TO TENDERERS**

### **SECTION A**

#### **1. General guidance for e-tendering**

Instruction / Guideline for tenderer fot electronic submission of the tenders have been annexed for assisting them to participate in e-tendering.

#### **2. Registration of Tenderer**

Any tenderer willing to take part in the process of e-tendering will have to e enrolled and registered with the Government e-procurement system, through logging on to <http://wbtenders.gov.in>. the tenderer is to click on the link for e-tendering site as given on the web portal.

#### **3. Digital Signature Certificate (DSC)**

Each tender is required to obtain a Class – III Digital Signature Certificate (DSC) submission of tenders, form the service provider of the National Information's Centre (NIC) or any other bonafied service provider on payment or requisite amount. Details are available at the web site stands in clause 2 of guideline to tenderer. DSC is given as a USB e-Token.

4. The contractor can search and download NIT and Tender Document electronically from computer once he logs on to the website mentioned in clause 2 using the Digital Signature Certificate. This is the only mode of collection of Tender Document.
5. Submission of Tenders.  
General process of submission of Tenders are to be submitted through online to the website stated in Cl. 2 in present (above / below) folder at a time for work, before the prescribed data and date and time using the Digital Signature Certificate (DSC). The documents are to be uploaded via virus-free scanned copy duly Digitally Signed. The documents will get encrypted (transformed into non readable formats).  
A-1. Statutory Cover Containing
  - i. As prescribed in NIT.A-2. Others Important Document (My Space)
  1. Professional Tax(PT) Clearance Certificate and IT & PAN valid up to the date of opening of the tenders. Application for such clearance address to the competent authority may also be considered. GST return certificate of the last quarter of previous financial year. Earnest money deposit challan should be attached.
  2. Credential  
Completion Certificate of Completed (100%) work(s) supported by bill of Quantities and as required as per NIT. (Work Order, Payment Certificate, Completion Certificate along with signed Estimate of a single work will be treated as a single Credential)  
Tender Evaluation
    - i. Opening and evaluation of Tender – If any tenderer is exempted from payment of EMD, copy of relevant Government Order needs to be furnished.

Financial proposal:

Financial proposal to be uploaded digitally signed by the Tenderer.

**Memo No. 037/MRC/RUSA/PRO/2023-24/ET(1<sup>st</sup>Call)/2024**

**Date : 31.01.2024**

Copy forwarded for information and wide circulation through:

1. College Website : <https://mahishadalrajcollege.com/>
2. HOD, Chemistry
3. Bursar, Mahishadal Raj College
4. Head Clerk, Mahishadal Raj College
5. Accountant, Mahishadal Raj College
6. Office Notice Board
7. Add agency for publishing in news papers.



**(DR. GOUTAM KUMAR MAITY)**

**Principal**

**Mahishadal Raj College**

**Mobile No. : 8597396828**

**E.mail Id. : principal.mrc1946@gmail.com**

**Dr. Goutam Kumar Maity**

*Principal*

**Mahishadal Raj College**

**Mahishadal, Purba Medinipur**

**Signature valid**

Digitally signed by GOUTAM KUMAR MAITY

Date: 2024.02.01 16:53:08 IST

Location: West Bengal-WB