



JAMIA MILLIA ISLAMIA
Jamia Nagar, New Delhi-110 025
Ph: 011-26982759

Notice Limited Tender Enquiry

No. Re-NIT-07/Boards/PICO/RO/JMI/2017

Date:-24.04.2017

Sealed quotations are invited in from reputed companies/authorised distributors/dealers for the supply of Notice/Black/Green Chalk/White Boards for the University Campus Bid document with other terms & conditions can be downloaded from JMI Website: www.jmi.ac.in and be submitted with bid fee and notified EMD as per following:

Bid fee-DD (non-refundable)	Last Date for submission of bids/ Time	Venue for Submission & opening of Bids
Rs.500/-	08/05/2017 by 01:00 p.m.	Purchase & Inventory control Office 08/05/2017at 04:00 p.m

Eligibility Criteria:

1. If ISO certified Company, enclose documentary proof.
2. The bidder should have experience of more than five years in execution and maintenance of items quoted (A certificate of establishment to be provided).
3. The bid document complete in all respect should reach the Assistant Registrar(PICO), Jamia Millia Islamia, Jamia Nagar, New Delhi-110025 on or before 08.05.2017 by 01:00 p.m.
No bids after the last date shall be entertained.

Sequence of documents to be provided/enclosed in each copy of the bid documents:

1. Forwarding letter duly signed by the Authorized person.
2. Balance sheet with auditor's report for the years 2014-15 & 2015-16.
3. Latest Income Tax Clearance Certificates.
4. Central Sales Tax/VAT.
5. List of Similar equipments supplied by the firm with addresses and phone numbers of customers with satisfactory completion certificate/satisfactory working certificates.
6. Name and address of registered office, Head Office and Regional office of the company with name and phone numbers of key persons.
7. Self-declaration at Annexure-I
8. Format for Supplier/Distributor information at Annexure-II
9. Financial Bid at Annexure-III
10. Acceptance of all clauses of bids specification duly signed page-wise.

Sd/-

Assistant Registrar (PICO) JMI

Conditions of Contract

Terms & Conditions:

1. The bidder shall be required to deposit **Rs.5,000/- Earnest Money** of estimated value of goods to be procured through Bank Draft/Fixed Deposit Receipt/Bank Guarantee drawn in favour of **'The Registrar, Jamia Millia Islamia.'** No bid shall be accepted without the Earnest Money and Bid Fee. The JMI shall forfeit EMD.
2. Bids would be rejected for award if it determines that the bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the contract in question.
3. The bids received after the deadline for submission of bids prescribed by the JMI will be rejected and such bids shall be marked as late and not considered for further evaluation.
4. The JMI may, at its discretion, extend the deadline for submission of bids by amending the bid documents in accordance with clause relating to Amendment of Bidding documents in which case all rights and obligations of the JMI and Bidders previously subject to the deadline will thereafter be subject to the deadline as extended.
5. The original and all copies of the bid shall be typed or written in indelible ink and shall be signed by the bidder or a person or persons duly authorized to bind the bidder to the Contract. All pages of the bid, except for un-amended printed literature, shall be initialled by the person or persons signing the bid. Further, over-writings on documents, if any should be supported by signatures.
6. The bidders may submit their duly sealed Bid by post or by hand at the address specified in the Notice Inviting Quotation not later than the time and date specified therein. In the event of the specified date for the submission of bid being declared a holiday for the JMI, the bid will be received up to the appointed time on the next working day.
7. Issuance of bid documents should not automatically be construed that the bidder is considered qualified. The JMI Authority has the right to reject any bids on technical grounds without assigning any reason.
8. Jamia Millia Islamia shall not be responsible for any delay, loss or non-receipt of bid documents sent by post.
9. Prices shall be quoted in Indian Rupees.
10. Payment shall be made after delivery, successful installation.
11. All taxes, if applicable, should be quoted separately, otherwise it would be presumed that the quoted prices are inclusive of taxes (please see Financial Bid format).
12. Prices quoted should be FOR, JMI, New Delhi inclusive of all charges required to make the equipment functional to the satisfaction of JMI, otherwise it would be presumed that the quoted prices are inclusive of all charges, if applicable.
13. The suppliers will undertake warranty of equipment/instruments from the date of installation and shall have to mention clearly the period of warranty in financial bid.

14. The quotations must be valid for 180 days (six months) from the date of opening of the financial bids. No change in prices and change in terms and conditions will be permitted.
15. All quoted items may carry brochure/catalogue/Pamphlets/Technical Literature and related documents.
16. The supplier further warrants that the goods shall be free from defects arising from any act or omission of the supplier or arising from design, materials, and workmanship, under normal use in the conditions prevailing in India.
17. Jamia Millia Islamia reserves the right to purchase varying quantity of material, less or more.
18. In the process of evaluation, comparison of bids, Jamia Millia Islamia reserves the right to reject any or all bids.
19. In case of complaint regarding repairing/replacement of equipment/instrument within the warranty period, the supplier will provide repair/replacement immediately. In case of non-compliance or delayed compliance, supplier will be penalized with an amount mutually agreed upon and it would be deducted from the EMD.
20. The technical specification wherever given in the items' specification format is basic. The equipments/instruments may also be evaluated as per additional provisions and facilities.
21. All corrigenda will only be notified on the JMI website.
22. The Vice-Chancellor, JMI shall be the final Authority for settlement of any dispute and his interpretation of any Clause/term/condition(s) of this document shall be final and binding and the jurisdiction for Court of Law shall be Delhi/New Delhi.

Authorize Signature of the firm:

Name:

Designation:

Self-Declaration to be given by the bidder

Bid's Reference No. & Date:

Bidder's Name & Address

Person to be contacted:

Designation:

Telephone No.:

Fax No.:

Email:

The Registrar,
Jamia Millia Islamia,
Jamia Nagar, New Delhi-110025.

We, the undersigned Bidder, having carefully read and examined in detail the Terms and Conditions, specifications and all bidding document in regard to the supply of equipments/instruments at Jamia Millia Islamia and accept the same.

We also do hereby declare

1. that we have not been blacklisted/debarred by any Government/Undertaking.
2. that the rates quoted are not higher than the rates quoted for same item to any Government/Undertaking.
3. that the bid submitted by us is properly sealed and prepared so as to prevent any subsequent alteration and replacement.

For and on behalf of the firm
(Firms Name & Address)

(Signature of Authorized Signatory)

Name:

Designation

Phone No.:

Seal:

Date:

Place:.....

FORMAT FOR OTHER INFORMATION**(To be filled in by the bidder)**

Cost of Bid: Rs.500/-

Cash receipt/Bank Draft No

Date:

1. Name of the firm:

2. Address:-

3. Telephone/Mobile No.

4. Fax Number:-

5. Email:-

6. TIN/VAT/CST No.:

7. Firm Registration No.:
(if any)8. PAN :
(attach photocopy)9. **Earnest Money (Bids Security).....**
@ 5,000.00

a) Bank Draft/Pay Order No .

b) Date .

c) For Rs .

d) Drawn On .

(Signature of the authorised person)

Name of contact person

Name of Firm

Contact No.

Seal

Place

Date.....

FINANCIAL BID

S.No.	Equipments & Specifications	Qty. Approx	Rate per sq. Ft.	Amount
1.	Chalk Writing Cermaic Black Board: Totally Scratch Proof surface, Shock Proof, Resistance Against Chemical Fire & Water, Improved Eraser Ability, Everlasting Board (Black Chalk Board)	200 Sq.ft.		
2.	Chalk Writing Cermaic Green Board: Totally Scratch Proof surface, Shock Proof, Resistance Against Chemical Fire & Water, Improved Eraser Ability, Everlasting Board (Green Chalk Board)	250 Sq. ft.		
3.	Acrylic Cover Pinup Notice Board: Use push pins to pin notice soft board backing front cover with aluminium frame sheet acrylic sheet, thickness 3.5mm lockable, colour green, blue & maronn. (Notice Board)	200 sq.ft.		
4.	Magnetic White Marker Board: Surface Thickness 0.5mm or above Cardboard back, Gishee backside (Galvanize), Frame span Tray Aluminium frame thickness, 14mm, Corner (Abs) White Marker Board	700 sq.ft.		
5.	Pin up Notice Board: Grave Material US Push Pin to pin Notice, Soft board backing, light hanging type weight, Colour: Green, Blue & Maroon (Pin Board)	150 sq.ft.		
6.	Sales tax & other taxes			
7.	Packaging & forwarding charges, if any			
8.	Installation and commissioning cost, if any			
9.	Any other charges, if any			
10.	Grand Total (in figures & words)			

Note: * Supplier must submit a sample of the above items at the time of bids submission.

(Signature of the authorized person)

Name of Contact Person

Name of Firm

Contact No.

Seal