

GUJARAT NATIONAL LAW UNIVERSITY

(Established Under Gujarat Act No.: 09 of 2003)



Gujarat National Law University

Tender Notice No.: PC-22/2017

Tender

For

**Providing Comprehensive Annual Maintenance of
RO System Services (2nd Attempt)**

Gujarat National Law University

Attalika Avenue, Knowledge Corridor, Koba,
Koba (Sub P. O.), Gandhinagar - 382426 (Gujarat), INDIA.

Phone No. : +91-79-23276611/23276612

Fax: +917878186624, +91-79-23276613

Email: contact@gnlu.ac.in

Visit us: <http://www.gnlu.ac.in>

Tender Notice No: PC-22/2017

1. Tender Notification

Gujarat National Law University (GNLU), Gandhinagar, invites sealed tender offers from eligible, reputed construction firms/registered engineers and/or their authorized for Work related to Waterproofing Treatment at GNLU, Gandhinagar as specified in Schedule of Requirement of this tender.

Tender document may be downloaded from <http://www.gnlu.ac.in/tender.php> by any interested eligible vendor. The prescribed nonrefundable tender fee, as mentioned in the tender document, should be sent with your offer by DD in favour of "Gujarat National Law University, Ahmedabad". Any subsequent amendments in the tender document will be available on above mentioned website.

Duly filled-in tender documents may be submitted to the office of The Registrar, Gujarat National Law University, Attalika Avenue, Knowledge Corridor, Koba, Gandhinagar 382426, Gujarat, India by speed post/RPAD or by hand, on or before June 17, 2017 up to 05:00 PM.

1.0	Name of Work	Tender For Providing Comprehensive Annual Maintenance of RO System Services (2nd Attempt)
2.0	Estimated Cost of Tender Work	₹ 2,80,000/-
3.0	Tender Fee	₹ 2,500/- (Non Refundable)
4.0	Earnest Money Deposit (EMD)	₹ 2,800/-
5.0	Date of issue of Online Tender	June 9, 2017 on http://www.gnlu.ac.in/tender.php
6.0	Last date for receiving hard copy of all the tender documents along with Tender Fees & EMD	June 17, 2017 up to 05:00 PM.
7.0	Technical Tender Opening Date	June 19, 2017 at 11:00 AM
8.0	Address for Communication, Queries and Submission of filled tender document.	The Registrar, Gujarat National Law University, Attalika Avenue, Koba, Koba (Sub P. O.), Gandhinagar - 382426 (Gujarat), INDIA.

- Separate DD for Prescribed Tender Fee and Earnest Money Deposit (EMD) must accompany the offer as mentioned in this tender document. Offers received without them will be rejected. No exemptions.
- Detailed Technical Specifications, Terms and Conditions, Scope of Work, various format and Performa for submitting the tender offer are described in this tender document.
- Do not change this tender document. Any change/s made in the tender document by the vendor will lead to disqualification. Such offers will be rejected.



GUJARAT NATIONAL LAW UNIVERSITY

Attalika Avenue, Knowledge corridor, Koba, Koba (Sub P.O.), Gandhinagar-382426

Web: www.gnlu.ac.in, Email: contact@gnlu.ac.in, Phone: 079-23276611/12

Tender Notice No: PC-22/2017

**TENDER FOR PROVIDING COMPREHENSIVE ANNUAL MAINTENANCE OF
RO SYSTEM SERVICES (2ND ATTEMPT)**

Sealed tenders are invited from reputed, licensed and experienced R.O. System for providing Annual maintenance services of R.O. System at the above mentioned address.

- 1) Interested agencies may submit their sealed bids under Two-cover system as per Technical Bid & Financial Bid given at **Annexure I (Part A&B) & II** and Specific and General Terms & Conditions given at **Annexure III**.
- 2) Agencies are required to submit their Details in the format given along with their technical bids. They are also required to submit a signed Declaration in the format given at Annexure V.
- 3) The estimated cost of work is Rs.2,80,000/-
- 4) A Checklist and Compliance statement against each item of **Annexure I & II** thereon severally & individually shall also be submitted.
- 5) The tender be sent in a sealed packet, containing two separate sealed envelopes (one for Technical Bid and one for Price Bid) along with prescribed tender fee and Earnest Money Deposit (EMD), duly super scribed with Tender Notice No: PC-22/2017, to the Office of the Registrar, Gujarat National Law University (GNLU), Attalika Avenue, Knowledge Corridor, Koba, Koba (Sub P. O.), Gandhinagar 382426 on or before 17th June 2017.
- 6) For any query pertaining to this bid document, communication be addressed to the Registrar, GNLU.
- 7) For any query pertaining to this bid document, communication be addressed to the Registrar, GNLU.
- 8) The technical bid will be evaluated first and price bids will be opened only in respect of those agencies, who are found technically qualified after evaluation of Technical bids. Please provide legible phone number and email ID on the big envelop and same will be used to inform date of opening of Technical/Financial bids.

**ANNEXURE I (Part-A) TENDER DOCUMENT (TECHNICAL BID) MANDATORY
CONDITIONS FOR BIDDER**

(In separate sealed cover-I superscribed as Technical bid)

PRE-QUALIFICATION CRITERIA:-

- (A) Bidder should have at least three years of experience in the field of Maintenance of Ro System Services.
- (B) The contractor should submit the details of at least 03 similar works in nature and cost executed in other Govt./Semi Govt. department
- (C) The experience should not be later than 3 years.
- (D) The bidder should have the experience of completion of similar works in any of the Departments/Autonomous Institutions/Universities/Public Sector Undertakings of the Government of India or any other State Government or Public Sector Banks or Local Bodies/Municipalities, Corporate firms as follows:-
 - (i) Three similar completed works costing not less than amount equal to 40% of the estimated cost
 - (ii) Two similar completed works costing not less than amount equal to 50% of the estimated cost
 - (iii) One similar completed work costing not less amount equal to 80% of the estimated cost.
- (E) Annual turnover of the Bidding Company should not be less than Rs 5.00 lakh. Testimonials to show the Annual turnover should be obtained from the Chartered Accountant along with Income Tax Return should be produced.
- (F) Bidder should be authorized for sales and service of above mentioned approved make

Note: - Make sure that the documents are in the same as order as the above list.

(Seal of the Bidder)

(Signature of bidder with seal)

Name.....
Seal.....
Address.....
Phone No.....
Fax No.....
E-mail.....

Place:

Date:

**ANNEXURE I (Part-B) TENDER DOCUMENT (TECHNICAL BID) MANDATORY
CONDITIONS FOR BIDDER**

(In separate sealed cover-I superscribed as Technical bid along with Part-A)

Sr. No.	Particulars	Details			
1	Name & Address of the Tenderer organization/Agency with Phone No., e-mail and name and telephone/mobile no. of contact person				
2	Name of organization with complete address and telephone no. to whom services provided(kindly bifurcate the same in below mentioned categories) . a. Industries / Offices / Public Undertakings b. Educational Institution c. Others (Proof To be Attached)	From	To	Contracted Amount (Rs. Per Month)	Reason for Termination
4	Turnover of Previous 3 years (Please attach copy of last return of income tax)	FY 2016-17	FY 2015-16	FY 2014-15	
5	Profit of Previous 3 years (Please attach copy of last return of income tax)	FY 2016-17	FY 2015-16	FY 2014-15	
6	Please attach balance sheet of the company duly certified by chartered accountant for last three years.				
7	PAN No: (Please attach copy)				
8	VAT No: (Please attach copy)				
9	Service Tax No: (Please attach copy)				
10	Details of DD of Rs. 2,800/- towards EMD and DD of Rs. 2,500/- towards Tender Fees. The DD should be in favour of "Gujarat National Law University" payable at Ahmedabad.				

Note: - Make sure that the documents are in the same as order as the above list.

(Seal of the Bidder)

(Signature of bidder with seal)

Name.....

Seal.....

Address.....

Phone No.....

Fax No.....

E-mail.....

Place:

Date:

ANNEXURE III GENERAL TERMS & CONDITIONS

1. Last Date of Submission of Sealed Bids is 17th June, 2017 in the Office of the Registrar, GNLU.
2. Merely applying by giving quotations can't be claimed as a matter of right for awarding the contract.
3. The undersigned reserves the right to terminate the contract at any time without assigning any reasons to the agency.
4. The AMC will be for the period of ONE YEARS starting from the date of award. However, the GNLU reserves the right to terminate the contract forthwith in the case of poor performance and to also to extend it beyond one year subject to satisfactory performance of the service provider.
5. If the Agency wishes to terminate contract, at least 3 months' notice should be given to this office. The power is reciprocal for the organization also.
6. The Agency shall not be permitted to transfer their rights and obligations under the contract to any other organization/agency during the contractual period.
7. **Price:** The price shall be quoted in Indian Rupees only. This shall be inclusive of all taxes, and summary cost of total implementation be indicated.
8. **Bid:** Technical Bid and Price Bid should be submitted in two separate sealed envelope quoting reference number on the top of the envelope. Tender Fee and EMD should be enclosed with the Technical Bid documents, in separate sealed envelopes, stapled with the packet containing Technical Bid documents. The OEMs may either bid directly or authorize their Country/Regional/State Distributors/Dealers/Agencies, to quote with valid authorization certificate, capability to sale and service of the products.
9. Acceptance of Tender: The Authority of Gujarat National Law University, Gandhinagar does not bind itself to accept the lowest priced bid and reserves the right to reject any or the entire tender bids received without assigning any reason thereof. The authority may also decide to empanel more than one OEM or their certified authorized distributors/dealers and fix a price band for the product specifications offered by different companies/brands, compliant to minimum specifications asked in the tender. This is in view of the spectrum of products available in the market, requirements of the University.
10. Conditional Offer will not be accepted.
11. Period of Validity: Bids shall remain valid for acceptance for a period of 60 days from the date of opening of the price bid.
12. The benefit of any downward price revision (revision on account of budget/financial policy, tax revision, EPZ etc.) is to be given to Gujarat National Law University, Gandhinagar by the selected OEM/agency.
13. Past Performance of the agency will be judged at the time of Technical Evaluation.
14. The University does not bind itself to offer any explanation to those bidders whose technical bids have not been found acceptable by the Technical Evaluation Committee.
15. The bids (technical and price bids) once submitted shall be the property of the University and shall not be returned to the agency in future.
16. The person/officer signing the tender/bid documents should be authorized by the Chief Executive Office/Managing Director of the Company to sign such documents.
17. Opening of Price Bids: The Price Bid(s) of only those agency(s) who are found technically qualified will be opened and the same will be opened before the technically qualified agency(s).
18. Tenderer or his/her authorized representative (with proper authorization letter for attending opening of technical bids and also for opening of price bids) may choose to be present at the time of opening of Technical Bids/Price Bids.
19. IMPORTANT:

- a) University may accept or reject any or all the bids in part or in full without assigning any reason and does not bind to accept the lowest bid. The University at its discretion may change the quantity/upgrade the criteria/drop any item or part thereof at any time before placing the Purchase Order.
- b) A bid submitted with false information will not only be rejected but also the OEM/agency will be debarred from participation in future tendering process.
- c) The OEMs/Agency need to submit a certificate during opening of technical bids that they are not currently debarred or blacklisted in any state level/national organization or educational institute/university.
- d) In case of any dispute, the decision of the Director of this University shall be final and binding on the bidders.
- e) For any query pertaining to this bid document, correspondence be addressed to: The Registrar, GNLU.
- f) GNLU reserves the right to verify the applicant's credentials/eligibility and also to reject any or all the quotations without assigning any reasons. The conditional bid will not be accepted under any circumstances and shall be summarily rejected.
- g) Director, GNLU reserves the right to change the specifications and may accept or reject any tender without assigning any reason. The disputes, if any, with reference to tender/resultant contract shall be subject to sole adjudication of Director, GNLU.

(Seal of the Bidder)

(Signature of bidder with seal)

Name.....
Seal.....
Address.....
Phone No.....
Fax No.....
E-mail.....

Place:

Date:

ANNEXURE III
SPECIFIC TERMS & CONDITIONS RELATED TO COMPREHENSIVE ANNUAL
MAINTENANCE OF RO SYSTEM

1. The complaint should be attended within 06 hrs. and the Engineer should submit monthly TDS report to the concerned authorities. If the contractor fails to attend the telephonic complaint within 06 hrs, a penalty of Rs. 500/- per day per unit will be imposed which will be recovered from the running bill. The decision of the GNLU as regards the reasonableness of deduction will be final and binding on the agency.
2. It will be the responsibility of the contractor to ensure that the equipment's covered under the contract remains functional throughout the contract period and the contractor shall handover the charge of all equipment's in working condition at the time of expiry of the contract period.
3. It will be the responsibility of the contractor to check water RO systems on monthly basis and submit the report to the competent authority. The contractor shall keep a comprehensive service record register with the authorized competent authority of GNLU.
4. The Engineer/technician should be well qualified having appropriate degree/diploma/certificate in the appropriate field of engineering/technology. The technician should carry a valid Identity card issued by the contractor.
5. During the AMC period, defects, if any in the equipment(s) shall be rectified by the contractor.
6. All spare parts and consumables, required for keeping RO's in good running condition, would be provided by the contractor. In case the same is not available with them it would be procured by the contractor under their own arrangements. Replacement of pre-filter candle will be made for at least of once and activated carbon at least twice every year during the service contract period. Sedimentation filter, carbon filter, membrane should be changed at least once during AMC or as and when required.
7. Free replacement of worn-out/exhausted parts like Compressor, Fan, Motor, Chiller Tank, Ultra-Violet Lamp, On –off switch, controlling PC, RO system and inlet/outlet pipe etc. with new parts during the periodical servicing or breakdown visits during the service contract period. All worn-out parts shall be the property of the contractor. All parts should comply ISI, ISO or equivalent certification wherever applicable and have to be approved by the authorized officer GNLU.
8. The payment should be made on quarterly basis on receiving satisfactory reports from the user concerned. It will be the responsibility of the contractor to maintain records/log book/measurement book, duly signed by authorized officer of GNLU and submit serviced reports duly signed, mentioning name and designation of the verifying authority accordingly along with the bills.
9. TIN/Service Tax number must give on the face of the bill.
10. No revision in the price will be allowed till the duration of the AMC period indicated above.
11. However, if there is any downward revision of price during the validity of quotation and contract period, then the benefit of the same shall have to be passed on to GNLU.
12. In case of non-compliance of AMC order, Security amount will be forfeited and the party is liable for being blacklisted. Also further action shall be taken at the costs of the contractor.
13. The initial servicing of the RO system will have to be completed within seven (07) days from the date of commencement of the contract. The number of RO system may increase and decrease at the time of award of contract. In case of variation in number of items, the payment will be paid in pro-rata basis.
14. During the period of contract, the contractor will be responsible for proper & consistently good functioning of all the RO systems installed in the GNLU.

15. In case any RO system goes out order, the repair work should be carried out by the agency in the premises of GNLU. Only such work, which cannot be executed in the premises of GNLU, would be allowed to be done in the workshop of the contractor with the prior permission of GNLU.
16. If the GNLU feels that any of the RO system under the contract was not properly maintained /serviced by the contractor or does not function during any period of, deduction of Rs. 500/- per day per unit from the bill will be made. The decision of the GNLU as regards the reasonableness of deduction will be final and binding on the agency.
17. The contract may be terminated by the GNLU at any time without assigning any reason thereof, if the work of the contractor is found to be unsatisfactory and GNLU will be at liberty to entrust the same to any other contractor at the risk and expenses of the defaulting firm. In this connection, the decision of GNLU shall be final and binding upon the agency.
18. In all the case of dispute, the decision of the competent authority of GNLU shall be final.

(Seal of the Bidder)

(Signature of bidder with seal)

Name.....
Seal.....
Address.....
Phone No.....
Fax No.....
E-mail.....

Place:

Date:

ANNEXURE – IV
SIGNED DECLARATION

- 1) I, ----- Son /Daughter of Mr. -----
----- Proprietor/Partner/CEO/MD/Director/ Authorized Signatory of M/s. -----
----- am competent to sign this declaration and execute this tender document.
- 2) I have carefully read and understood all the terms and conditions of the tender and hereby convey my acceptance of the same.
- 3) The information/ documents furnished along with the above application are true and authentic to the best of my knowledge and belief.
- 4) I/ we/ am are well aware of the fact that furnishing of any false information/ fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.
- 5) Each page of the tender document and papers submitted by my Company is authenticated, sealed and signed, and I take full responsibility for the entire documents submitted.

(Seal of the Bidder)

(Signature of bidder with seal)

Name.....
Seal.....
Address.....
Phone No.....
Fax No.....
E-mail.....

Place:

Date:

ANNEXURE II FINANCIAL BID
FINANCIAL BIDS DOCUMENTS FOR PROVIDING COMPREHENSIVE
MAINTENANCE OF RO SYSTEMS AT GNLU, GANDHINAGAR.

(In separate sealed cover-II superscribed as Financial bid)

A). Bidder has to bid for RO systems.

Sr. No.	Work Description	Make	Quantity (No.)	Comprehensive annual charges per unit (Rs.)	Total Amount (Rs.)
1.	RO Systems with 250 l.p.h. capacity	Raindrop	08		

Note: -L-1 will be decided on the basis of total cost of the bid for RO Systems as ONE UNIT'

This is certify that I/we have studied site, read and understood all clauses of the tender in case of award of contract I/we undertake to abide by all terms and conditions mentioned in the same.

Dated

(Seal of the Bidder)

(Signature of bidder with seal)

Name.....

Seal.....

Address.....

Phone No.....

Fax No.....

E-mail.....

Place:

Date:

ANNEXURE –V

SCOPE OF THE WORK FOR PROVIDING COMPREHENSIVE MAINTENANCE OF RO SYSTEMS AT GNLU

- 1) To keep RO Systems in running condition and to maintain TDS of water from RO system within specified limits “On single responsibility basis”.
- 2) All spare parts and consumables, required for keeping RO’s in good running condition, would be provided by the contractor. In case the same is not available with them it would be procured by the contractor under their own arrangements. Replacement of pre-filter candle will be made for at least of once and activated carbon at least twice every year during the service contract period. Sedimentation filter, carbon filter, membrane should be changed at least once during AMC or as and when required.
- 3) Free replacement of worn-out/exhausted parts like Compressor , Fan, Motor, Chiller Tank, Ultraviolet Lamp, On –off switch, controlling PC, RO system and inlet/outlet pipe etc. with new parts during the periodical servicing or breakdown visits during the service contract period. All worn-out parts shall be the property of the contractor. All parts should comply ISI, ISO or equivalent certification wherever applicable and have to be approved by the authorized officer of GNLU.

(Seal of the Bidder)

(Signature of bidder with seal)

Name.....

Seal.....

Address.....

Phone No.....

Fax No.....

E-mail.....

Place:

Date: