

INVITATION TO TENDER

GENERAL CONDITIONS OF CONTRACT

FOR

SUPPLY OF TRACK SUITS IN THE
DEPARTMENT OF PHYSICAL EDUCATION
JIWAJI UNIVERSITY, GWALIOR

ADDRESS: THE REGISTRAR,
JIWAJI UNIVERSITY,
UNIVERSITY ROAD,
GWALIOR

I N D E X

1. SECTION - 1 (TENDER NOTICE)

2. SECTION - 2 (TENDER FORM)

3. SECTION - 3 (GENERAL TERMS & CONDITIONS AND INSTRUCTIONS TO TENDERERS)

Jiwaji University, Gwalior
Jiwaji University, Gwalior

Tender Notice NO/JU.SPORTS/921 Dated 11/03/2011

Sealed tenders are invited from the manufacturers/authorized dealers for the supply of 1200(approx) Tracksuits of high quality. The suppliers must be having SALES TAX / VAT registration number, ISO certification and also having a turnover of minimum 1 crore rupees annually. Specification are as under :

Item	Offered Brand Name	Earnest Money of DD in favor of Registrar Jiwaji University, Gwalior	Completion period of work	Cost of Tender Form (Cash Deposit, non refundable)
Track Suits of High quality made of Micro super or Super poly or Micro pitch fabric materials of GSM 280 to 300 with inner lining through out in the upper and lower tracksuits with good quality elastic at the waist and cuff. The bottom of the lower tracksuit should be open type. Embroidery of LOGO of Jiwaji University in the front of the upper tracksuit and embroidery of JIWAJI UNIVERSITY at the back.	Adidas, Reebok, Puma, Nike, Wilson or any Manufacturer	Rs. 60,000/- (sixty Thousand)	Two Months	Rs.1000/-

The tender form can be obtained from the website of Jiwaji University i.e. www.jiwaji.edu or from the office of Director, Physical Education, Jiwaji University, Gwalior in the working hours on or before 29 march 2011 at 3 p.m.

In case downloaded tender forms are used D. D. For Rs.1000/- (Rupees one thousand only) should be submitted along with tender.

The tender should accompany an earnest money in a saperate envelope of Rs.60,000/- (Rupees Sixty Thousand only) to be given along with the tender through a bank draft no. Dated drawn in bank in favour of the Registrar, Jiwaji University Gwalior.

The tender form completed in all respect (sealed) should reach to THE DIRECTOR PHYSICAL EDUCATION DEPARTMENT, JIWAJI UNIVERSITY, GWALIOR latest by **29Th March 2011 at 3 p.m.**

The Bidder should note that they submit the Bid in two separate sealed covers one super-subscribed as "TECHNICAL BID" while the other as "FINANCIAL BID". The Technical and Financial Bid of the tender shall be opened on **1ST April 2011 at 4 P.M.** in the presence of the intending Bidders.

The Financial Bid of only those Tenderers shall be entertained whose Technical Bid and sample material of track Suits are upto the Mark and to the satisfaction of the Technical Committee. The decision of the Technical Committee will be final.

Tenders submitted without tender fee/ earnest money by D.D./ Pay Order will not be Considered. Incomplete Tenders and any correction in the tender form by the supplier will disqualify the Tenderer.

Registrar
Jiwaji University, Gwalior

JIWAJI UNIVERSITY, GWALIOR (M.P.)

DEAPARTM ENT OF PHYSICAL EDUCATION

TENDER FORM FOR SUPPLY OF TRACK SUITS FOR JIWAJI UNIVERSITY

(Format for submission of the tender on letter head of the firm)

To,
The Registrar,
Jiwaji University, Gwalior

Sub.: Tender for rates of Track Suits.

Sir,

In response to the tender notice published in _____
on _____, I had purchased tender no. _____ from
your Jiwaji University, Gwalior.

I am sending herewith my tender documents in a sealed cover alongwith the following
documents:

1. Crossed D.D./ Pay Order No. _____
dated _____ of Rs.60,000/-
drawn on Bank _____ . (Enclouser 1)
2. Photocopy of Sales Tax/VAT registration number. (Enclouser 2)
3. Photocopy of PAN card. (Enclouser 3)
4. Photocopy of Income Tax Returns Receipts for last two years. (Enclouser 4)
5. Audited Balance Sheet along with Profit & Loss Account
of last Two years duly certified by a Chartered Accountant. (Enclouser 5)
6. Copy of ISO certification. (Enclouser 6)
7. Different sample material of Track Suits duly marked shall be sealed
In a saperate self addressed bag. (Enclouser 7)

I / We hereby accept all the terms and conditions laid down in the tender form.

Date: _____
Encl.: As above

Authorized Signatory

(Name in Block Letters)
(Seal & Sign of the Tenderer)

TENDER FORM

From

Sub: Supply of Track Suits in the Department of Physical Education Jiwaji University

Gwalior.

Dear Sir,

I/we hereby confirm having gone through the tender notice, prequalification criteria, specifications of materials etc. as per details specified in the tender documents.

I/we have gone through all the terms and conditions of the contract. If this tender is accepted, I/We hereby agree to abide by and fulfill all the terms and conditions of this agreement.

In case of concealment of any information in our prequalification criteria and in case if the work is awarded to us and the same is not accepted or if accepted the same is not executed by us, we hereby undertake that the EMD of Rs.60,000/-submitted along with the tender be forfeited by the university and also indemnify the JIWAJI UNIVERSITY towards any /all loss arising of events as mentioned above.

Place :

Yours faithfully,

Date :

(signature & seal of the tenderer)

Witness : (Name & Address) (Signature)

1.

2.

FINANCIAL BID

Name of the Tenderer _____

Office Address _____

Tele / Mobile No. : _____

PROFORMA FOR OFFERING RATES FOR SUPPLY OF TRACK SUITS
FOR JIWAJI UNIVERSITY, GWALIOR
TENDER FORM NO. JU/20

Name of Items	Offered Brand Name	Quality	Rate per Track Suit In Fig. & In Words
Track Suits of High quality made of Micro super or Super poly or Micro pitch fabric materials of GSM 280 to 300 with inner lining through out in the upper and lower tracksuits with good quality elastic at the waist and cuff. The bottom of the lower tracksuit should be open type. Embroidery of LOGO of Jiwaji University in the front of the upper tracksuit and embroidery of JIWAJI UNIVERSITY at the back.		Micro super	
		Super poly	
		Micro pitch	

The LOGO of Jiwaji University is given below to be embroidery at the front of left part of upper track suits.



Jiwaji University to be embroidery at the back of the Track Suit –

Date: _____

Signature of Authorised Person

Name : _____
Seal of firm

JIWAJI UNIVERSITY, GWALIOR

Department of Physical Education

Terms & Conditions With Instructions to the bidders.

1. The Tender should be submitted in sealed cover.
2. The Bidder should note that they submit the Bid in two separate sealed covers one super-subscribed as “TECHNICAL BID” while the other as “FINANCIAL BID”. The Technical and Financial Bid of the tender shall be opened on the same day i.e. 18th March 2011 at 4 P.M. in the presence of the intending Bidders
3. .The Financial Bid of only those Tenderers shall be entertained whose Technical Bid and sample material of track Suits are upto the Mark and to the satisfaction of the Technical Committee.
4. The decision of the Technical Committee will be final.
- 5 The cost of the tender form for each of the item shall be Rs. 1,000/- (Rupees Onethousand) only also In case downloaded tender forms are used D. D. For Rs.1000/- (Rupees one thousand only) should be submitted along with tender.Tenders so received will be opened in the presence of the Bidder on the date & Time mentioned in Tender document.
- 6 The Tendered have to submit Rs.60,000/- as EMD in the form of Demand Draft in favor of THE REGISTRAR JIWAJI UNIVERSITY GWALIOR drawn on any Nationalized Bank, payable at Gwalior and enclosed the same with their technical bid documents in the sealed envelop.

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- 7 The Offers not accompanied with the EMD shall be rejected. The security deposit/earnest money of those whose tenders are approved shall be deposited in the University as per the laid down terms and conditions. If the firm fails to follow the terms and conditions for the supply, this amount would be forfeited.
- 8 The EMD shall be refunded to the unsuccessful bidders after the completion of the tender proceeding & no interest will accrue on the EMD so deposited.
9. EMD of the successful bidder shall be retained as Security Deposit by the JIWAJI UNIVERSITY GWALIOR till the successful completion of the contract.
10. The bidder must enclose the following documents along with technical bid documents:-
 - i Photocopy of Sales Tax/VAT registration number.
 - ii Photocopy of PAN card.
 - iii Photocopy of Income Tax Returns Receipts for last two years.
 - iv Audited Balance Sheet along with Profit & Loss Account of last Two years duly certified by a Chartered Accountant.
 - v Copy of ISO certification.
 - vi Different sample material of Track Suits duly marked shall be sealed .In a saperate self addressed bag..

Cont...3

- 11 The approved Sports material as per the sample supplied if approved has to be supplied to the Department of Physical Education within 15 days of the supply order. The materials would be made available F.O.R. Department of Physical Education Jiwaji University Gwalior.
12. The tender form carrying overwriting or any type of cutting of the rates, given in the tender form shall be rejected.
13. In case of approval, material ordered for shall be supplied in full quantity with in the stipulated time, In case of delay in supply/non supply/ short supply/poor quality or any other complaints, University reserve the right to adjust extra liabilities from the earnest money, disapprove brand or may take any other action as deemed fit.
14. Even after approval if information/facts etc. submitted by the tenderer, found misleading, incorrect false. University reserve the right to disapproved any items, for the current or future and forfeiture of Earnest money.
15. The specification and quality standard of the quoted brands should be according to the latest specification as laid down by concerned National and International Sports Federation.
16. The rate per unit will be inclusive of all charges like packing, Insurance , Sale tax and Transportation charges.
17. Payment will be released through crossed cheque on receipt and after inspection of the consignments. Minimum period of one year gurantee for free repair/replacement against poor quality/workmanship must be incorporated in the quotation.

Cont...4

- 18 On acceptance of tender, the supplier shall have to enter into an agreement with the University on stamp paper as per rules
- 19 The University reserves the right to accept or reject any tender without assigning any reason. The decision of the University shall be final.
- 20 In case of litigation, case is to referred to Indian Courts for deciding case according to Indian Law in force at Gwalior High Court.
- 21 The tender documents are neither transferable nor the cost of tender document is refundable under any circumstances.

(Registrar)
Jiwaji University, Gwalior (M.P.)