

GOVERNMENT OF ASSAM
OFFICE OF THE PRINCIPAL :GAUHATI MEDICAL COLLEGE,
NARAKASUR HILL TOP ,GUWAHATI-32.

No.MC/179/ 2018/ 298

Dated Guwahati the 31th Oct'2022


SHORT TENDER NOTICE

Sealed tenders affixing court fee stamp of Rs. 8.25/- (Rupees eight and paisa twenty five) only are hereby invited from reputed experienced manufacturers /dealers/ firms for **Supply for furniture's for the newly constructed Boys Hostel –IV (annexe) of Gauhati Medical College, Bhangagarh, Guwahati-32 for the FY 2022-23.** Details tender documents along with terms and conditions may be had from the office of the Undersigned on payment of tender fees of Rs. 1000/- (non-refundable) in favour of Principal, Gauhati Medical College, Guwahati-32 payable at Guwahati on any working days.

Important dates of the tender:

1. Date of commencement of sale of Bid documents: 03.11.2022
2. Last date of submission of bid documents on: 10.11.2022 up to 2.00PM
3. Date of opening of Bids on: 10.11.2022 at 3.00PM
4. Place of submission and opening of Bid documents: **Office of the Principal, Gauhati Medical College, Narakasur Hill top, Guwahati**

The undersigned reserves the right to reject all or any tender without assigning any reason thereof and is also not bound to accept the lowest rate.


Prof.(Dr.) A.C.Baishya
Principal
Gauhati Medical College
Guwahati- 32.

Memo. No.MC/179/ 2018/

Dated Guwahati, the 31th Oct'2022

Copy to :

1. The Director of Information & Public Relation, Dispur, Guwahati-6 for information. He is requested to publish the above notice in a widely circulated local English & Assamese daily.
2. The DME, Assam for favour of kind information.
3. Notice Board, GMC, GMCH and GMCH website Guwahati-32.


Principal
Gauhati Medical College,
Guwahati- 32.

GOVERNMENT OF ASSAM
OFFICE OF THE PRINCIPAL :GAUHATI MEDICAL COLLEGE,
NARAKASUR HILL TOP ,GUWAHATI-32.

TENDER DOCUMENT

Tender Document- Supply of furniture's.

Tender Fee - Rs. 1000/- (Rupees one thousand) only

Sealed tenders are invited in **ONE ENVELOP SYSTEM** from intending experienced & reputed manufacturers /dealers/ firms having experience in similar services (**Supply of furniture's**) for **at least 3 years** to any Central/State Govt. organization or a large Public Sector Undertaking/Board/Project Mission or reputed private organization in Assam. Strictly subjects to the Terms & Conditions of the contract as notified in the tender document.

The detailed bid documents are available on website <http://gmchassam.gov.in> and can be viewed from **03.11.2022**. Bidder may also download the bid documents from the dedicated website or may be collected from the office of the undersigned at Narakasur Hill top, Bhangagarh, Guwahati-32 during the office hours up to **2:00 p.m. on 10.11.2022** and submit the bid against a Demand Draft amounting to **Rs. 1000/- only (Non refundable)** in favour of Principal, Gauhati Medical College, Guwahati-32 payable at Guwahati on any working days.

Eligible and interested experienced manufacturers /dealers/ firms (s) may submit their tenders by **10.11.2022 up to 2.00PM** to the **Office of the Principal, Gauhati Medical College, Narakasur Hill top Guwahati-32.**

Schedule to the Invitation of Tender

1	Tender No	No.MC/179/ 2018/298
2	Tender Date	31.10.2022
3	Item Description	As per list enclosed
4	Last date and time of submission of tender	10.11.2022 up to 2.00 PM
5	Date and time for Opening of Tender	10.11.2022 at 3.00 P.M.
6	Tender fees	Tender fee of Rs. 1000/- only in the form of Demand Draft in favour of the Principal, Gauhati Medical College, Guwahati payable at Guwahati
7	Items / Goods to be supplied	Supply for furniture's for the newly constructed Boys Hostel –IV (annexe) of Gauhati Medical College, Guwahati-32.
8	Period/Extension of Contract	Up to 31.03.2023

10	Bid security	Rs. 20,000/- only in the form of Demand draft in favour of Principal, Gauhati Medical College, Guwahati.
11	Performance Security	5% of the individual L1 rate as performance security in the form of Demand draft or Bank Guaranty in favour of Principal, Gauhati Medical College, Guwahati covering the warranty period.

1. Scope of Work :

The order quantity may be based on the requirement of the Office of the Principal, Gauhati Medical College Guwahati for supply of Furniture's shall be delivered at concerned hostel of the Principal, GMC, Guwahati-32 for destination.

2. Items & Specification:

Sl No	Items & specification	Rate quoted exclusive of tax	Warranty period if any	Remarks
1	Hostel Bed Made of steel. The square legs are made of 40 mm square tube having end cap. The main structure frame will be made of 40mm x 25 mm rectangular MS tube. Good quality 18mm waterproof plywood should also be provided. Underneath of the plywood there will be 3 supporting 25 mm square MS Tube. Overall size of bed 1980mm (L) x 915mm (W) x 650mm (H) & bed height 400 mm. It should have provision for mosquito stand. Bed should be painted with 2 coat of primer and nicely painted with best quality enamel paint.			Brand name of the plywood should be indicated
2	Reading Table Top of the table pre-laminated particle board of 18 mm thickness edge of the table top should be fixed with PVC bending. Under structure made of 1 inch square pipe. The table has single drawer in one side which is made from prime quality C.R.C.A. Sheet of minimum 0.7 mm thick. The drawer should have provision for lock. Overall size of the table 1200 mm (L) x 600 mm (B) x 760 mm (H)			Brand name of the plywood should be indicated
3	Plastic chair with arm (for reading) The material of the chair is Polypropylene with glossy design. Overall size 415mm (W) x 830mm (H) x 410 mm (L). Load capacity 125 kg			Brand name of the chair should be indicated

4	Dining Table (6 Seater) Top of the table is made of 18 mm thick ply board with mica pasting. Under structure made of 42 mm square pipe. The table should be painted with 2 coat of primer and nicely painted with best quality enamel paint. Overall size of the table 1800mm (L) x 900mm (W) x 750mm (H).			Brand name of the Dining Table should be indicated
5	Chair without arm The material of the chair is Polypropylene with glossy design. Overall size 250 mm (D) x 350 mm (H) x 250 mm (W). Load capacity 125 kg			Brand name of the chair should be indicated
6	Wooden leatherire special quality Sofa set for VIP: Sofa set made of 1st class seasoned machine polish teakwood frame and high density soft P.U., foam and best quality leatherite cloth/rexin Standard Size (2+1+1)			Brand name of the Sofa set for VIP should be indicated
7	Ornate Plastic Cushion Chair with Arm: Lacquer finish synthetic resin medium back with arms with seat and back cushion. Overall Size: 815 mm(H) x 560mm (W) x 560mm (D)			Brand name of the chair should be indicated
8	Ornate Plastic Cushion Chair without Arm: Lacquer finish synthetic resin medium back without arms with seat and back cushion. Overall Size: 875 mm(H) x 430mm (W) x 480mm (D)			Brand name of the chair should be indicated
9	Visitor Chair Made of 25mm round tubular heavy pipe frame with P.U. soft handle, and seat & back made of high density P.U. foam covered with best quality cloth Standard size			Brand name of the Visitor Chair should be indicated

3. Eligibility Criteria

The bidder should be bonafide. Which shall mean an entity:-

- (a) Having a valid Trade license issued by the Competent Authority.
- (b) Having Permanent Account Number (PAN Card),
- (c) Having GST registration Certificate,
- (d) Having minimum annual turnover of Rs. 40.00 lakh in last three preceding years (Certificate of Chartered Accountant declaring annual turnover of the last three years) to be enclosed.
- (e) Having experience of at least 3 years providing such services (Supply of Furniture's to any Central/State Govt. Organization or a large Public Sector Undertaking/Board/Project Mission or reputed private organization in Assam. Copy of Purchase Order/Work Order to be submitted.
- (f) Meeting all other requisites laid down in this Section and elsewhere in the tender document.
- (g) A notarized self-declaration that the vendor has not been black listed/legal suit by the institution of the Central of State Govt./Bank of any financial institution.
- (h) Undertaking to accept Terms and Conditions of the Tender document and to comply with them (on Non- Judicial stamp paper of denomination of Rs. 50/-or Rs. 100/-)
- (i) Should have sufficient infrastructure and manpower to supply the ordered items within a very short period say within 3 (three) days of issue of supply order.

4. Assessment of proposals

Proposal received will be assessed by the Bid Evaluation Committee constituted for the purpose. The Committee will evaluate proposals of eligible manufacturers /dealers/ firms (as per criteria) of the Tender Document based on eligibility criteria, requisite bid security, tender fee, rate quoted of items/ goods, profile & track record. Previous experience in carrying out works of similar nature. The Principal, GMC reserves the right to award one or more than one supplier/ contractor for its requirement as per the finalized bidder rates. Terms and conditions and also, to place order for a part item/combination of the quantity offered. **The Principal, GMC will award to contract to the Tender whose bid has been determined to be substantially responsive to the tender document and who has offered the lowest Evaluated Tender Price**, provided further that the tendered has the capability and the resources to carry out the tender effectively. The contract shall not be **Award merely because the rate quoted is low** but the **competence** of the term in relation to managerial capabilities, sustainability, track record, technical and financial soundness etc. shall be given due consideration and the final decision shall depend all these parameters.

5. Delivery place & period

The items/articles to be supplied to **the newly constructed Boys Hostel –IV (annexe) of Gauhati Medical College, Bhangagarh, Guwahati-32** Failing which penalty clauses would be applicable.

6. Other important information :

- (a) Unsatisfactory performance of any bidder in terms of delays, repeated non participation in bids, withdrawing from bids on opening of bids resulting in re-tendering of job, etc. can result in dropping the bidder.
- (b) The application should be complete in all respects. Conditional/incomplete applications are liable to be rejected summarily.
- (c) Consortium of Agencies/Sub-Contact of work is not allowed.

- (d) The Principal, GMC, Guwahati will take action as deemed fit in cases of underperformance, submission of erroneous bids, irregularity in participation in the Principal, GMC, Guwahati tender processes/bids, etc. Action taken could include removal of the bidder from the empaneled list.
- (e) The bidder should make available the offered products, if desired, during evaluation of bids for benchmarking of the application submitted.
- (f) Warranty period if any should be specifically indicated.

7. Guideline / Procedure for Quoting of rates:

- i. Rates should be quoted exclusive of taxes. **Taxes if any should be shown separately.**
Rates should be quoted both in words as well as in figures.
- ii. Erasures and overwriting in rates with invite rejection of tender.

8. Tax Deduction at Source:

Tax deduction at source shall be governed as per prevailing rules.

9. Penalty Clause:

Penalty in case of undue delay in supply of Furniture, submission of erroneous furniture's, under performance, could be in the form of deduction from the total amount payable to the supplier/bidder for the work awarded, A penalty of maximum 5% of valued of the goods for delay in delivery and value of recovery of defective furniture's will be effected unless replacement is not done by equal amount of furniture's.

10. Termination by Default:

The Principal, GMC, Guwahati reserves its right to terminate the contract of any manufacturers /dealers/ firms in case of change in the Government procedures or unsatisfactory services.

11. Force Majeure:

Neither party will be liable in respect of failure to fulfill its obligations if the said failure is entirely due to Acts of God. Governmental restrictions or instructions. Natural calamities or catastrophe, epidemics or disturbances in the country. The party affected by an event of Force Majeure will immediately notify the other party of such an event and will also notify the unaffected party on cessation of disability resulting from such Force Majeure act. Labour dispute or any breakdown of machinery/services at agencies premises shall not constitute Force Majeure.

12. General Terms & Conditions :

- i. The Tender Bids containing terms and conditions can be obtained from the Office of the Principal, Gauhati Medical College, Guwahati-32 on a payment of non-refundable tender fee Rs. 1,000/- (Rupees one thousand) only in the form of a Demand draft in favour of " The Principal, Gauhati Medical College, Guwahati-32 during working hours/working days. Tenders may be sent by registered post/or may be dropped in Tender Box in this office on or before 10.11.2022 up to 2.00 p.m. The Office of the Principal, Gauhati Medical College, Guwahati-32 **shall not be responsible for any postal delay and bids received after the stipulated date and time will not be accepted.**

- ii. **Original tender document shall be duly filled in, signed and stamped by the bidder or his authorized agent.**
- iii. **The bidder shall have no right to modify/alter/amend/delete any terms/conditions mentioned in tender document.** Any failure on the part of the contractor to observe the prescribed procedure and any attempt to canvas for the work will prejudice the contractor's quotation.
- iv. The tender should be submitted in one separate envelop and the **outer** envelope should be enclosed in a separate sealed envelope superscripted "Tender for **Supply of furniture's for the newly constructed Boys Hostel –IV (annexe)** in GMC for 2022-23." For the supply of furniture's addressed to the Principal, GMC, Guwahati-32 with the address of the manufacturers /dealers/ firm(s) establishment on the left bottom hand side of the cover,"
- v. In case the date of opening of tenders is declared a Govt. holiday, the tenders shall be opened at the same time on the next working day.
- vi. **All documents submitted should be self-attested with seal of the bidder.**
- vii. All pages of the bids including all enclosures should be numbered (except printed leaflets/catalogue) and must be duly filled in, signed and stamped by the bidder or his authorized representative. Offers received without signature and seal on all pages are liable to be rejected.
- viii. Tenders shall be opened in the presence of tenders or their authorized representative if they wish to attend (only I representative) duly supported by authorization will be allowed.

The EMD of the unsuccessful bidders will be returned after signing of the agreement with the successful bidders. A duly constituted Tender Evaluation Committee will evaluate the Bids.

13. Bid Security:

Each tender must be accompanied by Bid Security "in original" for an amount of **Rs. 20,000/- (Rupees twenty thousand only)** in the form of Demand Draft in favour of "The Principal, Gauhati Medical College, Guwahati-32 payable at Guwahati.

14. Performance Security

- i. The successful bidder shall have to furnish Performance Security' equivalent of **5% of the individual L1 rate.**
- ii. The Performance Security shall be furnished in the form of a **Demand** draft or Bank Guarantee in favour of "**the Principal, Gauhati Medical College, Guwahati-32. payable at Guwahati.**
- iii. Performance security will be forfeited in case of failure to comply with contract condition/dissatisfaction services.

15. Communication Of Acceptance

Acceptance of tender by the Indenter will be communicated by registered letter/speed post/cable/telex/fax/e-mail or a formal letter of 'Acceptance of Bid' or 'Work Order' informing amount of Performance Security to be deposited. Commencement of work will be made only after deposit of Performance Security.

16. Payment Terms and Conditions:

The term 'payment' mentioned in this part includes all types of payment due to the contractor arising on of this contract **excluding Earnest Money and Security Deposit governed by separate clauses of the contract.**

- All payments shall be credited to the bank account of the contractor subject to availability of Fund after the supply of the specific work order is completed. No interest or penalty would be paid by **the Principal, Gauhati Medical College, Narakasur Hill Top, Guwahati-32** in case of delay in payment due to official reasons.
- No payment shall be made in advance or that shall any loan from any bank or financial institutions be recommended on the basis of the order of Award of work.

17. Arbitration

All disputes and differences arising out of, or in any way concerning this agreement (except those. the decision whereof is otherwise. Hereinbefore provided for) shall be referred for sole arbitration by any person to be nominated by the Principal, Gauhati Medical College, Narakasur Hill Top, Guwahati-32. The award of the arbitrator so appointed shall be final and binding on both the parties.

Any notice, request, or consent sought pursuant to the tender shall be in writing and shall be deemed to have been made when delivered in person to an authorized representative of the Party to whom the communication is addressed or when sent by speed post, email,-or facsimile to such Party i.e. the Indenter or Bidder.

Place:

Date:

Signature of the Bidder
(Authorized Signatory with seal)

Witnesses: -

1.

2.

UNDERTAKING

(To be submitted on Non Judicial Stamp Paper worth Rs.100/-)

Declaration by the Bidder

I/We _____ hereby declare
That:

1. I/We am/are the supplier of furniture's duly recognized by the Govt. of India/State Govt./Any other reputed Public Institution/Body have examined the above-mentioned tender document including amendment/corrigendum (if any) the receipt of which is hereby confirmed.
2. I/We do hereby offer to supply the furniture's at the prices and rates mentioned in the price bid. **The delivery at “ newly constructed Hostel –IV (annexe) of Gauhati Medical College venue of shall be made free of cost at the time specified.**
3. I/We agree to abide by my/our offer for a period of 180 days from the date of opening of the tender.
4. I/We have carefully read and understood all the Terms and Conditions of the tender and shall abide by them.
5. I/We agree for the all clauses and payment terms & conditions if this tender enquiry. In case any condition put forth by us is against the terms & conditions of tender. The same shall be treated as to be having no affect what over and that the tender terms & conditions shall only prevail upon such conditions, if any.
6. I/We agree that in the event of any dispute or differences, the decision of the **“Office of the Principal, Gauhati Medical College, Narakasur Hill Top, Guwahati-32”** shall be final binding on me/us.
7. I/We hereby undertake that none of my relative (s) as defined in Disclaimer Clause (15) is/are employed in **“Office of the Principal, Gauhati Medical College, Narakasur Hill Top, Guwahati-32”**

Place:

Date:

SIGNATURE OF BIDDER
(PROP. / PARTNER/ Authorized Signatory)
Name & Address with Seal of the firm