GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DELHI TECHNOLOGICAL UNIVERSITY
(FORMERLY DELHI COLLEGE OF ENGINEERING) Ph. 27296326
SHAHBAD DAULATPUR: BAWANA ROAD: DELHI-110 042

F.DTU/212/01-01/13-14/S&P-1 Dated:

NOTICE INVITING TENDER

E- Tenders along with illustrated literature/leaflets for the supply/execution of item(s)/stores/work detailed below are invited in two-bids system **from manufacturer or their authorized distributors only (the bidder should be registered with the Delhi VAT Department and carry a valid Tax Identification Number issued by it to ensure that the delivery of goods is made from Delhi against a sale invoice issued from Delhi only)** of reputed Brand through 'e' procurement solution only as per the guidelines and terms & conditions given in tender document - details of the NIT along with terms & conditions, specifications etc. can be seen/downloaded at/from the website.

The interested tenderers should upload duly signed tender form and their bids along with scanned copies of all the relevant certificates, documents etc. in support of their technical & price bids – all duly signed - on the: https://govtprocurement.delhi.gov.in. latest by **27/08/2014 up to 2.30 P.M. An index prepared after pagination of all documents and enclosures may also be uploaded and** the technical bids will be opened online on the **same date 27/08/2014 at 3.00 P.M** for only those bidders whose draft for EMD amount in sealed envelope is dropped in Tender Box placed in the office of OIC (S&P) in the presence of the bidders who wish to be present and also displayed on the website and the financial bids of eligible firms shall be opened as per committee recommendation. For participation in the tender through e-procurement solution, the tenderers are required to have digital certificate and get registered with application Service Provider NIC.

Tender document is also available for viewing on the website of Delhi Technological University, Delhi at www.dce.edu and www.dce.ac.in

Yours faithfully,

EMD: Rs.1,00,000/-

Officer In charge
S&P,

Technical Details as Under

Annual Rate Contract for supply of SMF Batteries (items S No 1 & 2 for one year warranty and items S.No 3 to 6 three year Warranty) under buyback offer from date of opening tender.

S No	Description/Specification	Reqd .Qty
1.	SMF Battery 12 Volt 7 to 9 AH for UPS **(With one Year Warranty)**	As per demand
2.	SMF Battery 12 Volt 17/18 AH for UPS **(With one Year Warranty)**	As per demand
3.	SMF Battery 12 Volt 26/28 AH for UPS **(With Three Year Warranty)**	As per demand
4.	SMF Battery 12 Volt 42/45 AH for UPS **(With Three Year Warranty)**	As per demand
5.	SMF Battery 12 Volt 65 to 70 AH for UPS **(With Three Year Warranty)**	As per demand
6.	SMF Battery 12 Volt 100 AH for UPS **(With Three Year Warranty)**	As per demand

May please Mentioned Buy back Rates of old Battery

S No	Description/Specification	Reqd .Qty
1	SMF Battery 12 Volt 7 to 9 AH for UPS	01 No
2	SMF Battery 12 Volt 17 to18 AH for UPS	01 No
3	SMF Battery 12 Volt 26 to 28 AH for UPS	01 No
4	SMF Battery 12 Volt 42/45 AH for UPS	01 No
5	SMF Battery 12 Volt 65 to 70 AH for UPS	01 No
6	SMF Battery 12 Volt 100 AH for UPS	01 No

(TO BE SUBMITTED ALONG WITH TECHNICAL BID)

TENDER NOTIFICATION NO: ----------

Phone No:- 27296326

TENDER FORM

The Registrar,
Delhi Technological University,
Bawana Road,
Delhi-110042

We the undersigned (herein after called as manufacturer or their authorized distributors only) hereby offer to execute supply of items as per specification against which we have quoted over rates and for which this tender may be accepted at the rates stated there in and subject to the terms & conditions set forth for such items as may be ordered by the Registrar, Delhi Technological University or officer acting on his behalf.

Date this _____ Day of_____

Signature of Contractor _____

Address_____

_____

_____

Guidelines/Procedure to be followed in introduction of 'e'-procurement solution:

1.**Payment of cost of Tender documents**: The collection of cost of Tender documents is dispensed away with, as there is no physical supply of tender documents and also to have absolute anonymity of bidder participating in e-procurement solution. The bidders can view/download the tender documents from the : https://govtprocurement.delhi.gov.in. .

2.**Submission of bids**: The bidders who are desirous of participating in 'e'- procurement shall submit their price bids in the standard formats prescribed in the Tender documents, displayed at : https://govtprocurement.delhi.gov.in. The bidder should upload the scanned copies of all the relevant certificates, documents etc. in the: https://govtprocurement.delhi.gov.in. in support of their price bids. The bidder shall sign on all the pages of tender document and all the statements, documents, certificates, uploaded by him, owning responsibility for their correctness/authenticity and copies thereof may also be submitted in the office of the OIC (S&P), DTU along with original EMD.. An index prepared on a separate page should also be uploaded after pagination of tender document. However documents of the bidders downloaded on line or requisitioned subsequently only will form the basis for deciding the tender

3.**Payment of Bid Security (Earnest Money Deposit):** The EMD shall be in the form of the B.G /Fixed Deposit Receipt of a scheduled bank issued in favour of Registrar, Delhi Technological University, Delhi. Zerox copy of the FDR/B.G is to be scanned and uploaded along with the bid, and the original B.G/FDR shall be sent to DTU so as to reach before the date & time of closing of the bids. Failure to furnish the original B.G/FDR before the closing of the bid, will entail rejection of bid and blacklisting.

4.**Price Bid Opening**: The Price Bids will be opened online by the concerned officer/officers at the specified date & time and the result will be displayed on the: https://govtprocurement.delhi.gov.in. which can be seen by all the bidders who participated in the tenders.

5.**Processing of Tenders**:The concerned officer/officers will evaluate and process the tenders as done in the conventional tenders and will communicate the decision to the bidder online.

6.**Payment of Performance Guarantee**: The successful tenderer shall furnish a bank guarantee/FDR of the value starting from 5% of the cost of the item for a period of 60 days beyond the warranty period from a nationalized bank to ensure the satisfactory performance of item supplied. The performance guarantee is to be submitted at the time of installation / demonstration of equipments. In case the performance of the item is not found satisfactory, the amount of bank guarantee will be forfeited & credited in university account.

7. **Participation of Bidders at the time of opening of bids**: Bidders have two options to participate in tendering process at the time of opening of Bids:

(i). Bidders can come at the place of opening of bids (electronically) as done in the conventional tender process.

(ii). Bidders can visualize the process online.

8.**Participation Financial Rules for e-procurement**: The e-procurement system would be applicable for purchase of goods, outsourcing of services and execution of work as prescribed in GFRs.

Officer Incharge (S&P)
DELHI TECHNOLOGICAL UNIVERSITY,
SHAHBAD DAULATPUR, BAWANA ROAD,
DELHI – 110 042

TERMS AND CONDITIONS

TENDER FORMS ARE NOT TRANSFERABLE

Procedure for submission of bids: The bidders who are desirous of participating in 'e'-procurement shall submit their technical and price bids in the standard formats prescribed in the Tender documents, displayed at : https://govtprocurement.delhi.gov.in. The bidder should upload the scanned copies of all the relevant certificates, documents etc. after page-numbering all documents and tender document and prepare an index thereof in the: https://govtprocurement.delhi.gov.in. in support of their price bids. The bidder shall sign on all the statements, documents, certificates, uploaded by him, owning responsibility for their correctness/authenticity and copies thereof may also be submitted in the office of the OIC (S&P), DTU alongwith original EMD.

1. The Competent Authority of the University does not bind himself to accept the lowest or any tender.
2. ALTERATION IN THE SPECIFICATION.

(i) The specifications mentioned/issued with this form of tender must not be altered by the Suppliers.

3. INCOMPLETE TENDERS

   Tender will not be considered if complete information is not given at the time of tendering or if the particulars and data (if any) asked for are not given.
4. CANCELLATION OF TENDER/ CONTRACT/ IN PART OR IN FULL IN CASE OF DEFAULT IN CONTRACT/SUPPLY:

   If the Supplier, in the opinion of the Institute fails or neglects to comply with any of the terms & conditions forming, part of the order issued, the head of institute shall without prejudice to any other right or remedies under the contract, has the right to cancel the contract /order by giving 15 days notice in writing to the Suppliers/firms without being liable to pay compensation for such cancellation.
5. Tender shall be uploaded as per guidelines indicated for e-procurement solution.
6. Demonstration of equipments has to be arranged by the suppliers, if desired by the institute. The technical committee may visit production facility if so desired for sample verification.
7. **The quotation should be valid for a period of one year from the date of opening of the tender. Rate Contract can be further extended for a period of one year on the same rates and terms and condition subject to satisfactory performance and mutual agreement for the same.**
8. Rates are to be quoted in INR (Rupee terms) only and any revision thereof is not allowed after the tenders have been opened.
9. The delivery period should be clearly mentioned against each item, incase, the items are not readily available, ex-stock offer will be preferred.
10. Rates should be quoted F.O.R Institution. Sales tax/VAT/Octroi, Custom duty and other taxes leviable, should be mentioned clearly indicating weather these are to be charged extra or included in the quoted price. **The Vendor shall arrange for transportation on its own and will be responsible for disposal of Batteries as per guidelines of Govt. of Delhi . The Vendor has to give an undertaking in this regard , saying that he will be solely responsible for disposal of Batteries as per guidelines**
11. Consignment will not be insured at the Institute / University Cost.

12. Preference will be given to quotation pertaining to indigenous products, However, where suitable substitutes are not available and item need to be imported the following clarification / information should be given.
    (i) Whether the item will be imported by the intended tenderers against its own import license or university will have to provide Custom Exemption Certificate (CDE).
    (ii) Name and address of the foreign supplier.
    (iii) Break up of CIF, and duty (if paid) should be given along with service charges if any.
    (iv) Delivery period including information about mode of dispatch and possible duration (after dispatch) for receipt of item at the port.
    (v) Whether the item required any special preparation for installation. In case yes, full details should be given regarding operation maintenance of the items.
    (vi) In case of costly/sophisticated items whether the tenderers will arrange any special training regarding operation / maintenance of the items.
    (vii) Nature of assurance for the supply of spares after the warranty period.
13. The payment will be made within 30 days after the successful demonstration/installation of the equipment. Rejected items/goods should also be removed within 30 days after which no responsibility will be accepted by University.
14. Conditional quotations and/or incomplete quotations in any respect will be rejected.
15. In case you cannot quote for one or more of the items asked for in the tender the word "NOT QUOTED" (in the rate column) should be indicated.
16. The specification of the item quoted by the firm should confirm to the University specification. Confirmation, in this respect should be specifically mentioned in the tender. Where the tenderer feels that the specification of the item not fully given or differ, from the specification of the item mentioned by the university, the exact specification of such item should be attached with the tender indicating the item quoted.
17. The Firm is required to link the University specifications with catalogues & leaflets/literature for each item. Details features, for compliance of specification should be provided on specification sheet & appropriate reference i.e. page no. & para of literature, leaflet wherefrom the relevant information has been checked, should be indicated.
18. EARNEST MONEY:- EMD should be attached with the technical bid. The EMD shall be in the form of the scheduled bank Fixed Deposit Receipt /BG of a scheduled bank issued in favour of Registrar, Delhi Technological University, Delhi. Zerox copy of the B.G/FDR is to be scanned and uploaded along with the bid, and the original BG/FDR shall be sent to DTU so as to reach before the date of closing of the bids. Failure to furnish the original BG/FDR before the closing of the bid, will entail rejection of bid and blacklisting. **If the tenderer after acceptance of the tender refused to take up the purchase order, his Earnest Money will be forfeited**. Any tender received without / less Earnest Money deposit shall be summarily rejected.
19. The Competent Authority reserves the right to reject any or all the tenders without assigning any reason, at any stage, and his decision will be final.
20. The supplies shall have to be made within the period specified in the purchase order failing which the order shall be cancelled and the Earnest Money will be forfeited. However, in exceptional circumstance and, on written request, from the supplier/tenderer, extension of date for supply of the material will be considered. Extension in supply period is at the sole discretion of the competent authority.
21. Service manuals, wherever available/ required, should be provided along-with the Equipments.

22. A WARRANTY certificate should invariably be supplied along with the item at the time of delivery. Non-Compliance of the same will result in non-acceptance of the item from the firm with whom the order was placed beside rejection of the tender.
23. The Competent Authority reserves the right to levy liquidated damages up to 2% of the value of the order for delayed supply. If the supply is delayed beyond the extended period, the University reserves the right even to cancel the order and forfeit the EMD of the firm/ tenderer.
24. PERFOMANCE SECURITY DEPOSIT:- The successful tenderer shall furnish Performance Security Deposit of the value of 5% of the cost of the item in the shape of Bank Guarantee/FDR etc. from a nationalized bank pledged to Registrar, DTU, for a period of 60 days beyond the warrantee period to ensure the satisfactory performance of item supplied. The performance guarantee is to be submitted at the time of installation / demonstration of equipments. In case the performance of the item is not found satisfactory, the amount of bank guarantee will be credited in university account.
25. DEFAULT: - In the event of default and unsatisfactory service of the contractor/Supplier firm, the DTU will be at liberty to repair/get the item serviced from other party at the cost of supplier/ contractor/ tenderer.
26. In case of software items, the suppliers should ensure that:-
    i. Legal software is supplied in original sealed pouches / P. K. T.
    ii. A license agreement is enclosed with it.
    iii. A registration card is available for software.
27. FAILURE AND TERMINATION: - If the Contractor / Supplier fails to deliver the stores or any installment thereof within the period fixed for such delivery or at any time repudiates the contract before the expiry of such period, DTU may without prejudice to the right of the purchaser may recover damages for breach of the contract.
28. The technical & financial bids of only those bidders will be opened who fulfill the eligibility criteria and the required whose documents are found in order. If any of the date earmarked for opening of technical or financial bids happens to be holiday, the bids will be opened on the very next working day.
29. For any query/clarification in r/o technical aspect of the enquiry, OIC (S&P), DTU may be contacted.
30. In case of dispute, Jurisdiction will be Delhi only.

Officer In Charge (S&P)
DELHI TECHNOLOGICAL UNIVERSITY,
SHAHBAD DAULATPUR, BAWANA ROAD,
DELHI – 110 042

Technical Bid and

CHECK LIST OF DOCUMENTS TO BE SENT WITH TECHNICAL BID.

(A) PROFILE

1	Name of the Tenderer (In block letters)	
2	Status of the firm i.e Public Ltd/ Pvt. Ltd /Partnership firm or Proprietorship firm.	
3	Name of the Director/Partner/Proprietor/ Authorized Signatory of the firm	
4	Complete address of the Firm with Phone No.	

(B) OTHER DETAILS

S.No.	Particulars of documents	Page no.	No. of pages
1.	Proof of EMD (mention amount with instrument number and date)		
2.	Proof of PAN No. (mention No……)		
3.	Proof of VAT/Sales Tax Registration No and VAT Return copy of fourth quarter for last three financial year date of tender.		
4.	Brochure/Leaflets/Technical Information, including Make & Model, Imported/Indian of the item(s)		
5.	UNDERTAKING as per page no. 3 of Tender Document, duly signed by vendor.		
6.	Detailed Technical specifications, Terms & Conditions and Delivery period etc. to be submitted on firm's letter head		
7.	Authorization Certificate from Original Equipment Manufacturer (OEM) or their Distributor to quote/sell the product, in case the Bidder is not the OEM.		
8.	P.Os Copies having executed similar items, order copy With at least last 3 financial years date of tender.		
9.	**Undertaking with ref Batteries (Management and Disposal Act 2000**		