

**INDIAN INSTITUTE OF ENGINEERING SCIENCE AND TECHNOLOGY SHIBPUR,
P.O. Botanic Garden (Formerly Bengal Engineering and Science University
HOWRAH (West Bengal, India)-711103**

Advt.No.WEB/IEST/IMP/17-18/26

Date:-12.06.2017

Sealed quotations are re-invited from the bonafied vendors/contractors for Annual operation and maintenance contract (Oiling, Cleaning, Adjusting and weekly winding) of Tower Clock of the Institute. Sealed quotation should be dropped in the drop box at the Office of the University Engineer between 11.00 a.m to 1.00 p.m on 20.06.2017. Opening of the bid will be on 20.06.2017 at 1.30 p.m.

Dean

Infrastructure Planning and Management.

INDIAN INSTITUTE OF ENGINEERING SCIENCE & TECHNOLOGY, SHIBPUR
Howrah-711 103

TENDER FORM

ADVERTISEMENT NO. :

Name of Tender : Annual operation and maintenance contract (Oiling, Cleaning, Adjusting and weekly winding) of Tower Clock of Indian Institute of Engineering Science and Technology, Shibpur, Howrah-711103.

1. Name of the Firm :
(in block letter)
2. Office Address :
3. Phone No. :
4. Whether Partnership / Proprietorship Firm :
5. Name of Partner(s) / Proprietor(s) :
6. PAN No. :
7. Trade Licence No. :
8. Demand Draft for EMD of: Rs. _____ Number : _____ Dt _____
Bank : _____ Branch _____

9. Quoted rate:
(In price bid form to be enclosed)

Authorized Signature:

Dated:

Name of the bidder and Seal:

Contractor's Bid

Description of the Works: Annual operation and maintenance contract (Oiling, Cleaning, Adjusting and weekly winding) of Tower Clock of Indian Institute of Engineering Science and Technology, Shibpur, Howrah-711103.

BID

To :The DEAN IPM,
Indian Institute of Engineering Science &
Technology, Shibpur.
Address : Post Office: Botanic Garden,
Howrah – 711 103

Having examined the bidding documents, we offer to execute the Works described above in accordance with the Terms and Conditions, at the offered rates quoted in the Price Bid Form accompanying this Bid.

This Bid and your written acceptance of it shall constitute a binding contract between us. We understand that you are not bound to accept the lowest or any Bid you receive.

We hereby confirm that this Bid complies with the Eligibility, Bid Validity and EMD required by the Bidding documents.

Yours faithfully,

Authorized Signature:

Dated:

Address:

Name & Title of Signatory:

Name of the bidder and Seal:

<u>PRICE BID</u>				
S.L No.	Description Of Work.	Rate.	Month.	Amount.
01.	Annual Operation and maintenance contract (Oiling, Cleaning, Adjusting and weekly winding) of Tower Clock of Indian Institute of Engineering Science and Technology, Shibpur, Howrah-711103		12	

Authorized Signature:

Dated:

Name of the bidder and Seal:

IMPORTANT INFORMATION TO BIDDERS

A) Submission of Quotation & Opening:

1. Last date of submission of quotation is 20.06.2017 up to 1.00 p.m at the Office of the University Engineer.
2. Opening on 20.06.2017 at 1.30 pm at the office of the University Engineer.

B) Terms & Conditions:

- 1) To qualify for award of the contract the bidder should have satisfactory completed at least one similar work in last three years.
- 2) The bidders are advised to visit the Tower Clock at his own expense and obtain all information that may be necessary for preparing the Quotation.
- 3) Quotation is to be submitted in the price bid form accompanying the tender document.
- 4) The rates should be quoted both in figures and words.
- 5) All rates quoted should be inclusive of all taxes, levies & duties, but excluding the services tax. Service tax as applicable shall be paid extra. Request for inclusion of any tax/levy at a later date will not be entertained.
- 6) The Bidder must enclose self attested copy of Trade Licence, PAN Card, P-tax certificate and completion certificate of Similar Work.
- 7) The Institute reserves the right to accept or reject all or any of the tenders without assigning any reason whatsoever. The decision of the University shall be final in case of any dispute.
- 8) A Demand Draft of Rs. 1,000/- (Rupees one thousand only) as EMD in favour of "Registrar, IESTS" payable at Kolkata has to be submitted by the bidder without which quotation will be summarily cancelled. The EMD of the unsuccessful bidder will be refunded at the end of bid validity period. The EMD of the successful bidder will be converted as security deposit and will be refunded after successful completion of the work.
- 9) Materials & accessories supplied/used should be as per specification and of Approved Quality (B.I.S.) or by the authorised officer of I.I.E.S.T.S
- 10) The Order no. is to be noted on both challan & Bill.
- 11) All bills are to be accompanied by order copies and challans as received.
- 12) Payment will be made within 60 days of Submission of proper bills, challans etc. by A/c payee cheque, no Cash payment will be made under any circumstances.
- 13) **Bidders who have already submitted the EMD need not submit this time.**