

# जीवाजी विश्वविद्यालय, ग्वालियर

क्रमांक / टेण्डर / क्रीडा / 16 / 151

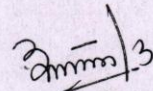
दिनांक: 28.01.2016

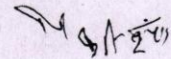
## निविदा आमंत्रण सूचना

जीवाजी विश्वविद्यालय, ग्वालियर को वर्ष 2015-16 के लिये उच्च गुणवत्ता के ब्लेजर (लगभग 500) क्रय करने हेतु संबंधित सामग्री प्रतिष्ठित और स्थापित निर्माताओं या उनके अधिकृत डीलरों (ISO 9001:2008) से मुहरबंद निविदाये आमंत्रित की जाती हैं, निविदाकर्ताओं का कारोबार सत्र 2013-14, 2014-15 वित्तीय वर्ष में रूपये एक करोड़ सालाना न्यूनतम होना चाहिये, निविदाये कुलसचिव (स्टोर शाखा) जीवाजी विश्वविद्यालय, ग्वालियर के कार्यालय में दिनांक 29.02.2016 को दोपहर 3:30 बजे तक पहुँचना अनिवार्य है।

क्र.	टेण्डर की राशि	सामग्री का नाम	धरोहर राशि रूपये	निविदा प्रस्तुत करने की अंतिम तिथि एवं समय	निविदा खुलने की तिथि एवं समय
1.	1,000/- (Non Refundable)	ब्लेजर	60,000/-	29.02.2016 दोपहर 03:30 बजे	02.03.2016 प्रातः 11:30 बजे

निविदा प्रपत्र एवं उससे संबंधित विभिन्न नियमों की जानकारी जीवाजी विश्वविद्यालय, ग्वालियर की वेबसाइट [www.jiwaji.edu](http://www.jiwaji.edu) पर उपलब्ध है। निविदा प्रपत्र संस्थान की वेबसाइट से डाउनलोड कर कुलसचिव, जीवाजी विश्वविद्यालय, ग्वालियर के नाम से रूपये 60,000/- (साठ हजार रूपये केवल) का बैंक ड्राफ्ट के साथ दिनांक 29.02.2016 दोपहर 03:30 बजे तक कुलसचिव (स्टोर शाखा) जीवाजी विश्वविद्यालय, ग्वालियर में पहुँचना अनिवार्य है अथवा मुहरबंद निविदाये रजिस्टर्ड डाक/स्पीड पोस्ट द्वारा उपरोक्त समय अवधि में भेजी जा सकती हैं।

  
कुलसचिव



जीवाजी विश्वविद्यालय, ग्वालियर  
जीवाजी विश्वविद्यालय, ग्वालियर

क्रमांक / रफ / प्रशा / प्रवेश / 2016 / 152

दिनांक 28-01-16  
दिनांक 28-01-16

प्रति,  
संयुक्त संचालक, (विज्ञापन),  
जन संपर्क संचालनालय,  
बाणगंगा रोड, भोपाल  
मध्यप्रदेश

o/c

विषय:- निविदा सूचना का विज्ञापन प्रकाशित करने बावत्।

महोदय,

उपर्युक्त विषयान्तर्गत निवेदन है कि, कृपया इस पत्र के संलग्न निविदा सूचना को निम्नांकित समाचार-पत्रों में न्यूनतम आकार में प्रकाशित करके बिल की दो प्रतियां संबंधित समाचार पत्र की प्रति संलग्न करते हुए भुगतान हेतु इस कार्यालय की ओर भेजने की व्यवस्था करने का कष्ट करें।

समाचार पत्र का नाम

1. टाइम्स ऑफ इंडिया - (नई दिल्ली संस्करण)
2. दैनिक भास्कर - (ग्वालियर संस्करण)

प्रकाशन की तिथि:-

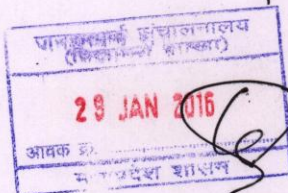
संलग्न :-विज्ञापन की प्रति ( अंग्रेजी भाषा में ही प्रकाशित किया जाना है। )

प्रतिलिपि:-

1. वित्त नियंत्रक, जीवाजी विश्वविद्यालय, ग्वालियर की ओर सूचनार्थ।
2. वेब साइट प्रभारी की ओर विश्वविद्यालय की वेब साइट पर संलग्न निविदा सूचना का विज्ञापन को समाचार पत्र के प्रकाशन दिनांक से प्रदर्शित करने हेतु।
3. ....जीवाजी विश्वविद्यालय, ग्वालियर की ओर सूचनार्थ।

कुलसचिव

उप-कुलसचिव (प्रशा0)



**JIWAJI UNIVERSITY, GWALIOR (M.P.)**

**Tender Document**

*for*

**Supply of Stitched Blazers**

University website: [www.jiwaji.edu](http://www.jiwaji.edu)

# **JIWAJI UNIVERSITY, GWALIOR**

## **Tender Document for Supply of Stitched Blazers**

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# JIWAJI UNIVERSITY, GWALIOR

Tender No./Sports./16/151

Dated: 28/1/2016

## NOTICE FOR INVITING TENDERS

### (FOR SUPPLY OF STITCHED BLAZERS)

Scaled tenders are invited from the reputed and established manufacturers or their authorized dealers (ISO 9001:2008 certified) to supply 'Stitched Blazers' (~500 in numbers) of high quality. The tenderer should have annual turnover of minimum of Rs. One Crore each year during the financial years 2013-14 and 2014-15.

Name of Work	Cost of the Tender Document	Earnest Money Deposit	Last Date and Time for Receiving Tenders	Date of Tender Opening
To supply 'Stitched Blazers' of high quality (~500 in numbers)	Rs. 1,000/- (Non-refundable)	Rs. 60,000/-	29/02/16 upto 15:30 hrs	02/03/16 11:30 hrs

For trade details, minimum eligibility criteria and other requirements, interested Companies may visit the "Tender Section" of Jiwaji University website ([www.jiwaji.edu](http://www.jiwaji.edu)) and view/download the "Notice for Inviting Tenders for Supply of Stitched Blazers" on or before the due date and time. In such case, the Tenderers must enclose the cost of bid document mentioned above in the form of a Demand Draft from any scheduled bank drawn in favour of the Registrar, Jiwaji University, Gwalior (MP) payable at Gwalior, along with its Technical Bid. Tenders found without tender fee shall be rejected. Alternatively, a set of tender document can also be obtained from the Office of the Registrar (Store Section), Jiwaji University, Gwalior - 474 011 (MP), on any working day on or before the due date and time at a cost of the bid document in the form of a Demand Draft payable at Gwalior. The complete wax-sealed tender along with all required documents should reach to the Office of the Registrar, Jiwaji University, Gwalior (MP) through Speed Post / Registered Post only. The University is not responsible for any type of postal delay. Alternatively, the University has also made provision of a 'Sealed Drop Box' kept in the Office of the Registrar (Store Section), Jiwaji University, Gwalior for the said purpose. The wax-sealed tenders may also be dropped in the drop box on or before the due date. After expiry of deadline for receiving the tenders, the mouth of the drop box will be sealed. Tenders received by any other means shall not be accepted. The Registrar, Jiwaji University, Gwalior reserves all rights to accept/reject the received tenders without assigning any reasons thereof.

  
REGISTRAR  
Registrar  
Jiwaji University  
Gwalior (M.P.)

# **JIWAJI UNIVERSITY, GWALIOR (M.P.)**

## **Tender Document for Supply of Stitched Blazers**

### **GENERAL TERMS AND CONDITIONS**

(To be submitted in Envelope No.-1 with Enclosures)

1. Jiwaji University, Gwalior invites the sealed tenders along with relevant documents from the reputed and established manufacturers or their authorized dealers (ISO 9001:2008 certified) to supply '**Stitched Blazers**' (~500 in numbers) of high quality.
  2. The tenders should be addressed to the Registrar, Jiwaji University Gwalior, and to be submitted in a wax sealed envelope duly marked 'Tender against enquiry no ..... dated ..... due on ..... for 'Stitched Blazers' on or before .../12/2015 till 15:30 hrs.
    - A. Complete tender may be send by Registered Post/Speed Post only.
    - B. Alternatively, the University has also made provision of a sealed drop box kept in the Store Section in the University Office for the said purpose. The tenders may also be dropped in the drop box on or before the due date and time. After expiry of the deadline for receiving the tenders, the mouth of the drop box will be sealed.
    - C. Tenders received by any other means shall not be accepted.
  3. Any tender received after due date and time shall not be accepted.
  4. The cost of the tender form is Rs. 1000/- (non-refundable). The tender form along with terms and conditions may be obtained on payment of Rs. 1000/- (non-refundable) from the Office of the Registrar (Store Section), Jiwaji University, Gwalior during office hours. It can also be downloaded from the 'Tender Section' of Jiwaji University website [www.jiwaji.edu](http://www.jiwaji.edu). In case of tender downloaded from the website of the University the cost of the tender document of Rs. 1000/- (non-refundable) should be submitted through DD in favour of the Registrar, Jiwaji University, Gwalior, otherwise the tender will not be accepted.
  5. All tenders received within the specified due date and time shall be opened on .../12/2015. at 11:30 hrs in the University Office, Gwalior before the 'Technical Committee' constituted by the University for said purpose in presence of the tenderes or their authorized representatives who choose to remain present.
- 6. Earnest Money Deposit:**
- (i) Tender shall be accompanied by an earnest money of Rs. 60,000/- without which tenders will not be considered. The amount should be deposited by Demand Draft in favour of Registrar,

**Signature of the Tenderer with Seal**

Jiwaji University, Gwalior, payable at Gwalior. Otherwise the tender will not be accepted.

(ii) Refund of Earnest Money:- The earnest money of unsuccessful tenderer shall be refunded soon after finalization of the Tender. It shall be refunded to the successful tenderer on receipt of the Performance Security Deposit.

(iii) No interest shall be paid on EMD and Performance Security Deposit.

7. In case of the tender document downloaded from the website of the University, the cost of tender document of Rs.1000/- (non-refundable) should also be submitted through DD in favour of the Registrar Jiwaji University Gwalior, payable at Gwalior. Otherwise the tender will not be accepted.

### **8. Eligibility Criteria:**

a) Tenderer should possess valid ISO9001:2008 Certification.

b) Tenderer must have achieved a minimum average annual turnover of Rs. one crore each year during the latest two financial years (i.e., FY 2013-14 and FY 2014-15) and should be profit making.

c) Tenderer should hold a certificate issued by Government Laboratory / Government Authorized Laboratory about the yarn, fabric and materials used in the Stitched Blazers to be supplied to the University.

d) Tenderer should possess PAN Number issued by the Income Tax Department to the Company/firm.

e) Tenderer should possess VAT/CST/TIN issued by the Commercial Tax Department to the Company/firm.

f) Tenderer should have registration as registered Firm or Company.

g) Tenderer should possess Audited Balance Sheet along with the Audit Report of the Company/firm for the previous three financial years (FY).

h) Tenderer should possess Income Tax Return of the Company/firm for the previous three assessment years (AY).

i) Tenderer should not be Debarred/Black-Listed/De-listed or are put to any holiday by the Tender Inviting Authority or by any Indian Institutional Agency / Government Department / Public Sector Undertaking in last three years.

9. Tenderer should enclose a copy of the detailed technical literature, illustrative pamphlets, company profile and customer list. (Documentary evidence to be furnished with Technical Bid)

**Signature of the Tenderer with Seal**

10. Tenderer should append a duly marked specimen sample of the Stitched Blazer along with a copy of the certificate as mentioned above (in item number 8c of this tender document) in a separate self addressed bag for evaluation purposes.

11. Technical bid of those bidders will only be opened for Technical Evaluation whose tender has been received within the due date and time of the submission of the tender document to the Office of Registrar, Jiwaji University, Gwalior.

12. Financial bid of those bidders shall only be opened whose proposal has been selected in Technical Bid Evaluation.

### **13. A – Procedure for submission of the Tender Document**

Wax-sealed envelopes 1, 2 and 3 (as stated below) be placed in a single big wax-sealed cover and superscribed as ‘Tender for Stitched Blazers’. The sealed envelope should be dropped in the ‘Drop Box’ meant for the said purpose placed in the Office of Registrar (Stores Section), Jiwaji University, Gwalior on or before the due date and time. Those who send the Tender document through post (Registered Post/Speed Post only) have to ensure that the document should reach before the prescribed time and date to the Office of Registrar, Jiwaji University, Gwalior. The University will not take any responsibility under any circumstances for any type of postal delay.

The tender shall be submitted under TWO BID system in three different sealed envelopes:

**Envelope No. 1:-** DD for EMD and cost of tender document, if downloaded from the website.

**Envelope No. 2 :-** This envelope should contain Technical Bid Form (Part – A of the Tender document) and Terms & Conditions, all certificates, documents along with the check list, as set out in the Tender Document and in the order as given in the check list. All the submitted documents, certificates, documentary evidences etc., should be serially arranged, signed and sealed by the bidders (i.e., each page of the submitted proposal should be signed and sealed by the bidders).

**Envelope No. 3 –** This envelope should contain Financial Bid Form (Part – B of the Tender document) containing the rates quoted by the bidders. Each page of this document should be signed and sealed by the bidders.

### **Preparation of Tender Document:**

#### **ENVELOPE No.1**

(i) This envelope will consist of the Earnest Money Deposit (EMD) of Rs. 60,000/- (Rs. Sixty thousands) in the form of DD from any nationalized scheduled bank, in favour of the Registrar Jiwaji University Gwalior, payable at Gwalior. In case of the tender document downloaded from the website, the cost of tender document (i.e., Rs. 1,000/-, non-refundable)

**Signature of the Tenderer with Seal**



should also be appended in this envelope in the form of a separate DD of Rs. 1,000/- in favour of the Registrar Jiwaji University Gwalior, payable at Gwalior.

(ii) Those tenders not containing the EMD and the cost of tender document will be summarily rejected.

(iii) This envelope will be superscribed as “Envelope No.1 – EMD” and should be addressed to the Registrar, Jiwaji University, Gwalior (MP).

## **ENVELOPE No. 2**

(i) All technical information in Technical Bid Form (Part – A) along with Terms and Conditions, certificates, Specimen Sample(s) etc., to be submitted in Envelope No. 2. This second envelope should be clearly marked as Envelope No. 2 (Part A - Technical Bid), duly waxed-sealed and addressed to the Registrar, Jiwaji University, Gwalior (MP). The bidders should clearly write enclosure No. as given below on each document of the enclosures of Technical bid envelope and arrange them in the following order:

Enclosure-1 Technical Bid Form and Terms & Conditions duly signed by the tenderer with seal of the Company/firm on each page.

Enclosure-2 Copy of valid ISO9001:2008 certification, duly signed by tenderer with seal of the Company/firm on each page

Enclosure-3 Copy of the certificate issued by Government Laboratory / Government Authorized Laboratory about the yarn, fabric and materials used in the Stitched Blazer to be supplied to the University duly signed by tenderer with seal of the Company/firm on each page .

Enclosure-4 Copy of PAN No. issued by Income Tax Department, duly signed by tenderer with seal of the Company/firm on each page

Enclosure-5 Copy of VAT/CST/TIN issued by Commercial Tax Department, duly signed by tenderer with seal of the Company/firm on each page

Enclosure-6 Copy of the registration as registered Firm or Company, duly signed by tenderer with seal of the Company/firm on each page

Enclosure-7 Copy of the Audited Balance Sheet along with Audit Report of the Company for the previous three financial years (FY), duly signed by tenderer with seal of the Company/firm on each page

Enclosure-8 Copy of the Income Tax Return of the Company for the previous three assessment years (AY), duly signed by tenderer with seal of the Company/firm on each page

Enclosure-9 Copy of the detailed technical literature, illustrative pamphlets, company profile and customer list, duly signed by tenderer with seal of the Company/firm on each page

**Signature of the Tenderer with Seal**

Enclosure-10 A duly marked specimen sample of the Stitched Blazer along with a copy of the certificate as mentioned above (in Enclosure-3 of this tender document) in a separate self addressed bag.

Enclosure-11 Declaration, as per **Annexure A** of this Tender Document, stating that the bidder has not been Black-Listed/De-listed or are put to any holiday by the Tender Inviting Authority or by any Indian Institutional Agency / Government Department / Public Sector Undertaking in last three years. In case they have been black listed by any of the Institutions, details of the same be furnished.

(ii) All pages including the enclosures shall be signed with seal by the tenderer.

(iii) This wax-sealed envelope should be superscribed as Envelope No. 2 (Part A - Technical Bid) and should be addressed to the Registrar, Jiwaji University, Gwalior.

### **ENVELOPE No. 3**

(i) FINANCIAL BID shall be in the third wax-sealed envelope containing the filled up rate quoted (item-wise), both in figures and words, by the tenderer.

(ii) This wax-sealed envelope should be superscribed as Envelope No. 3 (Part B - Financial Bid Form) and should be addressed to the Registrar, Jiwaji University, Gwalior (MP).

**B.** All the above THREE wax-sealed envelopes should be inserted in a larger envelope and duly wax-sealed before submitting the tender document. This envelope should be addressed to the Registrar, Jiwaji University, Gwalior – 474011 (M.P.) and should be superscribed as 'Tender for Supply of Stitched Blazer'.

14. All bidders are required to read the proposal document carefully before quoting rates and submission of tender. Submission of the tender shall be considered as meeting the following requirement:

(a) Tender documents have been carefully read and understood by the bidder, and

(b) The bidder is ready to quote the rate as per the term and conditions mentioned in this Tender Document of Jiwaji University, Gwalior.

15. The rates in the financial bid form shall be filled both in figures and in words. Overwriting of figures is not permitted. All erasures, cuttings and alterations made while filling the offer document should be initialed by the bidder.

16. Tender not having duly filled in checklist will not be considered in any case.

17. The contract shall generally be awarded to the lowest bidder as per the Bid Evaluation Criteria complying with statutory norms. However, the Registrar, Jiwaji University, Gwalior

**Signature of the Tenderer with Seal**

does not bind itself to accept the lowest or any other offer and reserves all the rights to accept or reject any or all the offers either in full or in part without assigning any reason. The Registrar, Jiwaji University, Gwalior also reserves the right to reject any bid which in his opinion is violating any of the conditions and statutory provisions without any liability to any loss whatsoever it may cause to the propose in the process.

18. Conditional tenders shall not be accepted in any case.

19. No bidder shall contact Jiwaji University on any matter relating to its bid, from the time of the bid opening to the time the contract is awarded. Any effort on part of a bidder to influence the Competent Authority or members of Technical and Purchase Committees, in the decision making of bid evaluation; bid comparison or award of contract may result in rejection of the bidder's bid.

20. Performance Security Deposit and Agreement

(i) On being informed about the acceptance of the Tender and before signing the agreement, the successful Tenderer shall deposit, within 15 days from the date of acceptance of tender, Performance Security Amount, equal to 10% of contract value, in the form of unconditional irrevocable Bank Guarantee (as per format given in **Annexure-B**) pledged to the Registrar, Jiwaji University, Gwalior (MP) valid for 18 months from the date of signing of the agreement.

(ii) The successful Tenderer shall execute an agreement (as per format given in **Annexure-C**) on a non-judicial stamp paper of value of Rs.100/- (stamp duty to be paid by the tenderer) within 15 days from the date of the intimation from the Registrar, Jiwaji University, Gwalior (MP) informing that his tender has been accepted.

(iii) If the successful Tenderer fails to execute the agreement and / or to deposit the required security deposit within the specified time or withdraw his tender, after the intimation of acceptance of his tender has been sent to him or owing to any other reasons, he is unable to undertake the contract, his contract will be cancelled and the EMD deposited by him along with the tender shall stand forfeited by the Registrar, Jiwaji University, Gwalior (MP).

(iv) The University will not pay any interest either on the Security Deposit or on EMD.

(v) In case of breach of any terms and conditions of the contract or on unsatisfactory performance, the amount of the Security Deposit shall be liable to be forfeited by Registrar, Jiwaji University, Gwalior and his decision shall be final. The expenses of completing and stamping the agreement shall be paid by the bidder.

21. The Security Deposit shall be forfeited in case the selected bidder does not complete the work within specified time as mentioned in the work order and the contract shall be revoked without any notice by the Registrar, Jiwaji University, Gwalior (MP).

**Signature of the Tenderer with Seal**

22. The tenderer shall have no right to sub-let, assign the work/part of work in any manner to any third party or authorize any other person to complete the contract awarded to him.

23. In case of approval, material ordered shall be supplied in full quantity within the stipulated time. In case of delay in supply / non-supply / short supply / poor quality or any other complaints, the University reserves the right to adjust extra liabilities from the Performance Security Deposit, disapprove brand or may take any action as deemed fit.

24. The specification, size and quality standard of the quoted brands should be according to the latest specification as laid down by the concerned National and International Sports Federation.

25. The payment will be released through crossed cheque on receipt and after inspection and full satisfaction of the consignments. Minimum period of one year guarantee for free repair / replacement against poor quality / workmanship must be incorporated in the tender.

26. The tender documents are neither transferable nor the cost of tender document is refundable under any circumstances.

27. Legal proceeding if any arising out of the Tender shall have to be lodged in the Court of Law situated in Gwalior City only.

28. In the event of dispute arising out of this agreement, the Vice Chancellor, Jiwaji University, shall be the sole arbitrator and his decision shall be final and binding on both the parties.

29. The Registrar, Jiwaji University, Gwalior reserves the right to modify/change/delete/add any further terms and conditions prior to issue of insurance contract.

30. It is expected and assumed that all documents, certificates, declarations made are true and correct on the basis of which technical evaluation will be made. If the above information is not correct and subsequently has come to the knowledge of Jiwaji University, then the awarded contract may be liable for cancellation at the discretion of Jiwaji University, Gwalior.

  
REGISTRAR

Jiwaji University, Gwalior

Registrar  
Jiwaji University  
Gwalior (M.P.)

Signature of the Tenderer with Seal

I have read the terms and conditions mentioned in this tender document and undertake to abide by as specified in the terms and conditions section of this document in case of award of the contract for supply of the 'Stitched Blazer' to me.

SIGNATURE OF THE TENDERER .....

SEAL .....

NAME IN FULL .....

ADDRESS .....

TELEPHONE NUMBER .....

Email ID OF THE TENDERER .....

MOBILE NUMBER .....

**Signature of the Tenderer with Seal**

# JIWAJI UNIVERSITY, GWALIOR (M.P.)

## Tender for Supply of Stitched Blazers

### TECHNICAL SPECIFICATIONS

Name of the Item	Specifications	Offered Brand Name	Quantity
Stitched Blazer	Stitched Blazers of Navy Blue Color of High Quality made of cloth blended by 55% polyester and 45% Marino Wool blended in Gaverdin or Twill based material of reputed company. Embroidery of LOGO of Jiwaji University on the Pocket of the Blazer and embroidery of Jiwaji University at the bottom of LOGO	Raymonds, Reid & Tailor, Grasim, OCM, Denis Parker, Lu Philips, Peter England, John Player, Van Hussen or any other manufacturer	~500

The LOGO of Jiwaji University, of the size 3 inch x 3 inches made of Synthetic thread of yellow color of Jiwaji University is given below for embroidery at the front of the left pocket of the Stitched Blazer:.



Jiwaji University should also appear at the bottom of the LOGO.

**Signature of the Tenderer with Seal**

# JIWAJI UNIVERSITY, GWALIOR (M.P.)

## Tender for Supply of Stitched Blazers

### CHECK LIST OF THE ENCLOSURES

(To be submitted in Envelope No.-2 with Enclosures)

Please arrange documents in Envelope No.-2 for Technical Bid as per enclosure number given below - (Please write enclosure no. on the first cover page of each document with ink) (Each page of the enclosure should be signed by the tenderer with seal of the company/firm)

Enclosure No	Description(s)	Yes / No	Page No
01	Technical Bid Form and Terms & Conditions duly signed by the tenderer with seal of the Company on each page.		
02	Copy of valid ISO9001:2008 Certification		
03	Copy of the certificate issued by Government Laboratory / Government Authorized Laboratory about the yarn, fabric and materials used in the Track Suits to be supplied to the University		
04	Copy of PAN No. issued by Income Tax Department		
05	Copy of VAT/CST/TIN issued by Commercial Tax Department		
06	Copy of the registration as registered Firm or Company		
07	Copy of the Audited Balance Sheet along with Audit Report of the Company for the previous three financial years (FY)		
08	Copy of the Income Tax Return of the Company for the previous three assessment years (AY)		
09	Copy of the detailed technical literature, illustrative pamphlets, company profile and customer list		
10	A duly marked Specimen Sample of the Stitched Blazer along with a copy of the certificate as mentioned in Enclosure-3 in a separate self addressed bag.		
11	Declaration, as per Annexure A of this Tender Document, stating that the bidder has not been Blacklisted/De-listed or is put to any holiday by the Tender Inviting Authority or by any Indian Institution Agency / Government Department / Public Sector Undertaking in last three years. In case they have been black listed by any of the Institutions, details of the same be furnished		

**Signature of the Tenderer**

**Name .....**

**Seal .....**

# JIWAJI UNIVERSITY, GWALIOR (MP)

## Tender for Supply of Stitched Blazers

### Part A – Technical Bid Form

(To be submitted in Envelope No.-2 with Enclosures)

(Please write all entries in Capital letters and enclose relevant documents as required)

1. Name of the Company: .....

2. Address of the Company: .....

.....  
.....

3. Name of the Authorized Contact Person.....

4. Telephone Numbers: Office No. ....

Fax No. ....

Cell No. ....

5. E.mail ID of the Company: .....

6. Local Address of the Company: .....

.....  
.....

7. Name of the Authorized Contact Person.....

8. Telephone Numbers: Office No. ....

Fax No. ....

Cell No. ....

9. E.mail ID of the Company (Local): .....

10. Whether Acceptance of terms & conditions is: Yes/No  
enclosed or not (Please sign each page of Terms &  
Conditions section of this proposal document as  
Token of acceptance and enclose with technical bid)



- 11. Valid ISO9001:2008 Certification:** **Yes/No**  
**Number (Please enclose photocopy)** .....
- 12. Certificate issued by Government:** **Yes/No**  
**Laboratory / Government Authorized** .....  
**Laboratory about the yarn, fabric and**  
**materials used in the Stitched Blazer**  
**to be supplied to the University**  
**(Please enclose photocopy)**
- 13. PAN No. issued by Income Tax:** **Yes/No**  
**Department (Please enclose photocopy)** .....
- 14. VAT/CST/TIN Registration No. issued:** **Yes/No**  
**by Commercial Tax Department** .....  
**(Please enclose photo copy)**
- 15. Whether Registration No./Certificate** **Yes/No**  
**of Registered Company is enclosed or not :**.....  
**(Please enclose photo copy)**
- 16. Whether the Audited Balance sheet along with:** **Yes/No**  
**Audit Report of the firm for the previous three**  
**financial years are enclosed or not**  
**(Please Enclose photocopy)**
- 17. Whether Income Tax Return of the firm for:** **Yes/No**  
**the last previous three assessment years are**  
**enclosed or not. (Please enclose photocopy)**
- 18. Whether Acceptance of terms & conditions is:** **Yes/No**  
**enclosed or not (Please sign each page of Terms &**  
**Conditions section of this proposal document as token**  
**of acceptance and enclose with technical bid)**
- 19. Copy of detailed technical literature, illustrative** **Yes/No**  
**Pamphlets, company profile and customer list**  
**Enclosed or not (Please enclose photocopy)**
- 20. Whether a duly marked specimen sample of the** **Yes/No**  
**Stitched Blazer along with a copy of the certificate**  
**as mentioned above (in Enclosure-3 of this tender**  
**document) in a separate self addressed bag or not.**
- 21. Whether Declaration, as per Annexure-A of** **Yes/No**  
**this tender document, stating that the bidder has not**

**been Blacklisted/De-listed or is put to any holiday by  
Tender Issuing Authority or by any Indian Institution  
Agency / Government Department / Public Sector  
Undertaking in last three years. In case they have been  
black listed by any of the Institutions, details of the  
same be furnished or not**

**I certify and agree with all the terms and condition of this tender document. I further  
certify that I have read and understood all the terms and conditions of the document and I  
have personally understood the expectations of the University from the Company regarding  
'Stitched Blazers' required by the University. I am ready to supply the Track Suits to the  
University as per the terms and conditions of the University mentioned in this tender  
document.**

**Signature of the Tenderer**

**Name .....**

**Seal .....**

# **JIWAJI UNIVERSITY, GWALIOR (MP)**

## **Tender for Supply of Stitched Blazers**

### **Part B – Commercial Bid Form**

(To be submitted in Envelope No.- 3)

1. Name of the Company: .....
2. Address of the Company: .....
- .....
- .....
3. Name of the Authorized Contact Person.....
4. Telephone Numbers:                      Office No. ....
- Fax No. ....
- Cell No. ....
5. E.mail ID of the Company: .....
6. Local Address of the Company: .....
- .....
- .....
7. Name of the Authorized Contact Person.....
6. Telephone Numbers:                      Office No. ....
- Fax No. ....
- Cell No. ....
9. E.mail ID of the Company (Local): .....

Please read general terms & conditions carefully before filling the Financial Bid. Quoted rates must be inclusive of all charges by way of packing, forwarding incidental of transit charge including transit insurance, octroi and any other levies or duties etc. and transportation of material up to University Office (Store Section) except Sales Tax (MPST/CST/VAT).

**Note:-**

1. No Quantity of Cash Discounts should be offered.
2. Rate should be clearly written both in Figures and Words. Overwriting is not permitted at all.
3. The quoted rate should be as per Stitched Blazer wise.

Name of the Item	Specification(s)	Offered Brand Name	Quality	Rate per Stitched Blazer (in Figures & in Words)
Stitched Blazer	Stitched Blazers of Navy Blue Color of High Quality made of cloth blended by 55% polyester and 45% Marino Wool blended in Gaverdin or Twill based material of reputed company. Embroidery of LOGO of Jiwaji University on the Pocket of the Blazer and embroidery of Jiwaji University at the bottom of LOGO		Cloth blended by 55% polyester and 45% Marino Wool blended in Gaverdin or Twill based material	(In Figure) Rs. ....  (In words) Rs ..... ..... .....

The LOGO of Jiwaji University, of the size 3 inch x 3 inches made of Synthetic thread of yellow color of Jiwaji University is given below for embroidery at the front of the left pocket of the Stitched Blazer:.



Jiwaji University should also appear at the bottom of the LOGO.

**I certify and agree with all the terms and condition of this tender document. I further certify that I have read and understood all the terms and conditions of the document and I have personally understood the expectations of the University from the Company regarding ‘Stitched Blazers’ required by the University. I am ready to supply the Stitched Blazers to the University on the quoted rates as per the terms and conditions of the University mentioned in this tender document.**

.

**Signature of the Tenderer**

**Name .....**

**Seal .....**

**DECLARATION**

**REGARDING BLACKLISTING / DEBARRING FOR TAKING PART IN TENDER**

(To be executed & attested by Public Notary / Executive Magistrate on Rs100/- Non Judicial Stamp Paper by the Tenderer)

1. I / We \_\_\_\_\_ (Tenderer) hereby declare that the Tenderer namely M/s. \_\_\_\_\_ has not been blacklisted or debarred in the past by Union / State Government or any Organization from taking part in Government tenders in India and has no litigation in any of the Labour Court(s).

**(Or)**

I / We \_\_\_\_\_ (Tenderer) hereby declare that the Tenderer namely M/s. \_\_\_\_\_ was blacklisted or debarred by Union / State Government or any Organization from taking part in Government tenders for a period of \_\_\_\_\_ years wef \_\_\_\_\_ to \_\_\_\_\_. The period is over on \_\_\_\_\_ and now the firm / company is entitled to take part in Government tenders.

2. In case the above information found false, I / we are fully aware that the tender / contract will be rejected/cancelled by Registrar, Jiwaji University, Gwalior (MP) and EMD / Performance Security shall be forfeited.
3. In addition to the above, Registrar, Jiwaji University, Gwalior (MP) will not be responsible to pay the bills for any completed / partially completed work.

**DEPONENT**

**Attested:**

(Public Notary / Executive Magistrate)

Name \_\_\_\_\_

Address \_\_\_\_\_

**PROFORMA OF PERFORMANCE BANK GUARANTEE**

In consideration of the Registrar, Jiwaji University, Gwalior (hereinafter called the “Client”) having offered to accept the terms and conditions of the proposed agreement (hereinafter called the “said Agreement”) between Registrar, Jiwaji University, Gwalior and M/s..... (hereinafter called the “said Contractor”) for the work of Security Services having agreed to production of an irrevocable bank guarantee for Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) as a security / guarantee from the contractor for compliance of its obligations in accordance with the terms and conditions in the said agreement.

We \_\_\_\_\_ (hereafter referred to as the “Bank”) hereby undertake following:

1. We undertake to pay to the Client any money so demanded notwithstanding any dispute or disputes raised by the contractor(s) in any suit or proceeding pending before any Court or Tribunal relating thereto, our liability under this present being absolute and unequivocal. The payment so made by us under bond shall be a valid discharge of our liability for payment there under, and the contractor(s) shall have no claim against us for making such payment.
2. We further agree that the Guarantee herein contained shall (indicate the name of the Bank) remain in full force and effect during the period that would be taken for the performance of the said agreement, and it shall continue to be enforceable till all the dues of the Client under or by virtue of the said agreement have been fully paid, and its claims satisfied or discharged, or till the Client certifies that the terms & conditions of the said agreement have been fully and properly carried out by the said contractor(s), and accordingly discharges this guarantee
3. We further agree with the Client that the Client shall have the fullest liberty without our consent , and without effecting in any manner our obligations hereunder, to vary any of the terms & conditions of the said agreement or to extend time of performance by the said contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the Client against the said contractor(s) and to forbear or enforce any of the terms and conditions relating to the said agreement, and we shall not be relieved from our liability by reason of any such variation or extension being granted to the said contractor(s) or for any forbearance, act of omission on the part of the Client or any indulgence by the Client to the said contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.
4. This Guarantee will not be discharged due to the change in the constitution of the Bank or the contractor(s).
5. We lastly undertake not to revoke this Guarantee except with the prior consent of the Client in writing.
6. This guarantee shall be valid up to ..... unless extended on demand by the Client Notwithstanding anything mentioned above, our liability against this Guarantee is restricted to Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) and unless a claim in writing is lodged with us under this Guarantee shall stand discharged.

Dated the \_\_\_\_ day of \_\_\_\_ for \_\_\_\_\_

## **FORMAT OF CONTRACT AGREEMENT**

**(On Rs. 100/- Non Judicial Stamp Paper)**

**THIS AGREEMENT** made the ..... day of ....., 2015 between Registrar, Jiwaji University, Gwalior (hereinafter "the Client") of the one part and M/s \_\_\_\_\_ (hereinafter called "the Contractor") of the other part:

**WHEREAS** the Client is desirous that certain services viz. Supply Security Services in the tender reference no. \_\_\_\_\_ Dated \_\_\_\_\_ and has accepted a bid by the Contractor for the performance services for the sum of Rs. \_\_\_\_\_ /- (*Rupees* \_\_\_\_\_ *only*) (hereinafter called "the Contract Price") and supply of consumables as per rates given in the financial bid of its tender.

### **NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:**

**1.** In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to, and they shall be deemed to form and be read and construed as part of this agreement.

**2.** The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:

- a) The Letter of Acceptance issued by the Client.
- b) The supplier's bid including enclosures, annexures, etc.
- c) The General Conditions of the Contract
- d) The Scope of Work
- e) The Financial Bid
- f) Any other document listed in the supplier's bid and replies to queries, clarifications issued by the purchaser, such confirmations given by the bidder which are acceptable to the contractor and the entire Addendum issued as forming part of the contract.

**3.** In consideration of the payments to be made by the Client to the Contractor as hereinafter mentioned, the Contractor hereby covenant with the Client to provide, the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract.

**4.** The Client hereby covenants to pay the Contractor in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

Brief particulars of the goods and services which shall be supplied / provided by the Contractor are as under:



Sl. No	Brief Description of the Item	Quantity	Total Price	Sales Tax (MPST/CST/VAT)	Total value inclusive of Sales Tax
1					

IN WITNESS where of the parties here to have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

Signed, Sealed and Delivered by the

Said \_\_\_\_\_ (For the Client)

In the presence of.....

Signature

Name

Address

Witness 1.

2.

Signed, Sealed and Delivered by the

Said \_\_\_\_\_ (For the Contractor)

In the presence of .....

Signature

Name

Address

Witness 1.

2.

**This is the Last Page of the Tender Document**  
*for*  
**Supply of Stitched Blazers**