TENDER NOTICE

GENERAL CONDITIONS

FOR

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

ADDRESS: THE REGISTRAR,
JIWAJI UNIVERSITY,
GWALIOR 474011, (M.P.)
1. SECTION - 1 (TENDER NOTICE)

2. SECTION - 2 (TENDER FORM)

3. SECTION - 3 (GENERAL TERMS & CONDITIONS AND INSTRUCTIONS TO TENDERERS)
Section-1
Jiwaji University, Gwalior
Tender Notice

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

<table>
<thead>
<tr>
<th>Item</th>
<th>Offered Brand Name</th>
<th>Earnest Money of DD in favor of Registrar Jiwaji University, Gwalior</th>
<th>Completion period of work</th>
<th>Cost of Tender Form (Cash Deposit, non refundable)</th>
</tr>
</thead>
<tbody>
<tr>
<td>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 3X3 inch of Jiwaji University in the front of the upper tracksuit and embroidery of JIWAIJ UNIVERSITY at the back of 2inch X 9 inch.</td>
<td>Adidas, Reebok, Puma, Nike, Wilson or any Manufacturer</td>
<td>Rs. 60,000/- (Sixty Thousand)</td>
<td>Three Months</td>
<td>Rs.1000/-</td>
</tr>
</tbody>
</table>

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 from 1/09/2012 to 29/09/2012 by 3:00 p.m.

In case tender forms are downloaded, the Demand Draft of Rs.1000/- (Rupees one thousand only) in favor of Registrar, Jiwaji University, Gwalior should be submitted along with tender form.

The tender should accompany an earnest money in form of a Bank draft of Rs. 60,000/- (Rupees Sixty Thousand only) in favor of Registrar, Jiwaji University, Gwalior to be submitted along with the tender while mentioning bank draft no. Dated ......................... drawn in bank.................................................................

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The tender form completed in all respect (properly sealed) along with the track suit samples properly marked with the tag about Micro Super or Super Polly or Micro pitch fabric material separately in an separate bag of company should reach to the office of THE DIRECTOR, DEPARTMENT OF PHYSICAL EDUCATION, JIWAJI UNIVERSITY, GWALIOR latest by 28/09/2012 by 3:00 p.m. by The Speed Post or Registered Post.

The Bidder should note that they submit the Bid in two separate sealed envelopes. The Technical Bid in Envelope-A and it should be written on top of the envelop as “TECHNICAL BID”. The Financial Bid in Envelop-B and it should be written on top of the envelop as "FINANCIAL BID". The Technical and Financial Bid of the tender shall be opened on 30/09/2012 at 3:00p.m. in the presence of the participating Bidders.

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

The tenders submitted without tender fee, earnest money by Demand Draft or Pay Order will not be considered by the purchase committee. Incomplete tenders and any correction in the tender form by the supplier will disqualify the Tenderer.

Registrar
Jiwaji University, Gwalior
To,
The Registrar,
Jiwaji University, Gwalior

Sub.: Tender for rates for supply of Track Suits as per tender notice.

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.______________________________ as earnest money. dated_____________________________ of Rs. 60,000/- (Sixty Thousand Only) drawn on Bank__________________________________ (Enclosure 1)

2. Photocopy of Sales Tax/VAT registration number. (Enclosure 2)

3. Photocopy of PAN card. (Enclosure 3)

4. Photocopy of Income Tax Returns Receipts for last two years. (Enclosure 4)

5. Audited Balance Sheet along with Profit & Loss Account of last Two years duly certified by a Charted Accountant. (Enclosure 5)

6. Tracksuits samples as per specifications duly marked shall be sealed In a separate self addressed bag. (Enclosure 6)

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

Date:_____________

Authorized Signatory

Name in Block Letters __________________________

Seal & Sign of the Tenderer ______________________

Note: All documents enclosed should be signed and stamped by the tenderer.
TENDER FORM

From
______________________________________________
______________________________________________
______________________________________________
______________________________________________

Sub: Supply of Track Suits in the Department of Physical Education Jiwaji University, Gwalior as per specifications.

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 JIWANJI UNIVERSITY towards any/all loss arising of events as mentioned above.

Place: ____________________________
Date: ____________________________

Yours faithfully,

Signature: _________________________
Name: ____________________________
Seal: ____________________________

Witness: (Name & Address) (Signature)

1. Name: ____________________________
   Address: ____________________________
   Signature: ____________________________

2. Name: ____________________________
   Address: ____________________________
   Signature: ____________________________
## FINANCIAL BID

**PROFORMA FOR OFFERING RATES FOR SUPPLY OF TRACK SUITS FOR JIWAJI UNIVERSITY, GWALIOR**

**TENDER FORM NO. JU/20**

**Name of the Tenderer**
_______________________________________________________________

**Office Address**
_______________________________________________________________

**Tele / Mobile No.:**
_______________________________________________________________

<table>
<thead>
<tr>
<th>Name of Items</th>
<th>Offered Brand Name</th>
<th>Quality</th>
<th>Rate per Track Suit In Fig. &amp; In Words</th>
</tr>
</thead>
</table>
| 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 | Figure ____________________________
In Words ____________________________
________________________________________ |
| | Super poly | Figure ____________________________
In Words ____________________________
________________________________________ |
| | Micro pitch fabric | Figure ____________________________
In Words ____________________________
________________________________________ |

The LOGO of 3X3 inch made of Synthetic thread of any color of Jiwaji University is given below for embroidery at the front of the left part of the upper track suits.

**Jiwaji University** is to be written by using synthetic thread of any color by embroidery at the back of the Track Suit in which the size should be 2 inch X 9 inch.

________________________________________
Signature of Authorised Person

Date: ________________   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 on or before date of submission.
2. The Bidder should note that they submit the Bid in two separate sealed covers one subscribed as “TECHNICAL BID” while the other as “FINANCIAL BID”. The Technical and Financial Bid of the tender shall be opened on the 30/09/2012 at 3:00 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 One thousand) only. In case the tender form is downloaded and used than Demand Draft of Rs.1000/- (Rupees one thousand only) in favor of Registrar, Jiwaji University, Gwalior should be submitted along with the tender. The tenders received will be opened in the presence of the Bidder on the date & Time mentioned in Tender document.
6. The Tenders have to submit Rs. 60,000/- (Sixty Thousand) 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.
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 proceedings & no interest will accrue on the EMD so deposited.
9. The EMD of the successful bidder shall be retained as Security Deposit by the Jiwaji University, Gwalior till the successful completion of the contract for one year.
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 Charted Accountant.

v Different sample material of Track Suits duly marked shall be sealed in a separate self-addressed bag.

11. The approved tracksuit as per the sample has to be supplied to the Department of Physical Education, Jiwaji University, Gwalior within 30 days after the receipt of the supply order. The materials should be made available at 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 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, 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, The University reserve the right to disapprove any items, for the current or future and forfeit of Earnest money.

15. The Specification, Size 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 and the rate contract may be extended for next one more year.

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

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, the cases to be referred to Indian Courts for deciding case according to Indian Law in force at Gwalior High Court only.

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

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