

GUJARAT BIOTECHNOLOGY UNIVERSITY

**Gujarat International Finance Tech (GIFT) - City, Shahpur Village, Gandhinagar-
382355, Gujarat.**

Date: 09.08.2024

**Quotation calls for the Glass door and GODREJ D-150 FLOOR SPRING (150Kg)
repairing and replacement -Reg.**

Sub: - Quotation in sealed cover are invited for the **Glass door** and **GODREJ D-150 FLOOR SPRING (150Kg)** repairing and replacement as per duly filled in “**Schedule B**” (Price bid) with the following Details

1. Sealed quotations are invited to providing onsite services for repair and replacement work of Glass Door and Godreg D-150 Floor Spring (150KG) work at Gujarat Biotechnology University, GIFT City, Gandhinagar as per list attached/given overleaf.
2. The last date for receiving the quotation is during office hours (10:30 a.m to 6:10 p.m) up to **20/08/2024**. Bidders must send quotation via speed post/ post /courier/register AD only. In person quotation will not be accepted. The envelope must be super scribed with the “**QUOTATION FOR Repairing and replacement of Godrej floor spring**”.
3. Estimated value of the Contract Approximately Rs. 2.75 lacs excluding applicable GST. The work should be awarded to the bidder as per purchase policy of Gujarat Government.
4. The rates quoted and agreed to by the University shall remain valid for a period of 18 months and no increase will be granted during the validity period of the current agreement or from the date of Work order awarded.
5. **SECURITY DEPOSIT:** The successful bidder will furnish 'Security Deposit' @ the rate of 3% of the awarded work order value (**non-interest bearing**) in the form of demand draft which shall be released only after completion or termination of contract, after adjustment of dues, if any. Early closing will attract the penalty of 0.5% is applicable to bidder.
6. Bidder have to conform to the scope of work as per **ANNEXURE-`A`**

7. Bidder have to quote rate for Repairing and replacement cost of floor spiring (Godrej make only valid) as per format mentioned in **ANNEXURE- 'B'**, if any bidder fails to do the same then his bid will be rejected. The rates shall be quoted both in figures and words and should be signed by the authorized signatory.
8. The rates quoted should be for Gujarat Biotechnology University, GIFT City, Gandhinagar inclusive of all charges viz. packing, forwarding, duties, railway freight, transit insurance etc. And free delivery at university site.
9. The applicable Statutory deductions / TDS will be levied as applicable on the billing process or payment as per set Govt rules.
10. The work order for repairing and replacement will be communicated by the general building maintenance department of GBU. The instruction will be issued through by email/by phone or in person, if emergency occurred with the approval of GBU authority.
11. The vendor should mention the Registration Number as required under GST, shop and Establishment Act, register of firms etc.
12. Bidders should have experience of similar type work. (attach any work order copies). Those are providing services to the academic institution will be preferred for the work allocation.
13. The incomplete and conditional bids will be rejected. Quoting unrealistic rates will be treated as disqualification.
14. No payment will be made in advance for any supplies under this INQUIRY.
15. Payment will be made after receipt of your bill in duplicate against actual work done certified by related section and department.
16. Taxes applicable as per Government Norms.
17. Net rate inclusive of all the operations started in the attached terms and conditions of the contract for the units specified in the schedule attached with this bid document(tender) may be quoted. Tender not conforming to the basis of rates or units as specified in the attached sheets of conditions may not be considered even though they may be lowest, if found necessary.

18. Right is reserved to extend the time limit after the expiry of order as per requirement of university.
19. Any variation in the rates, etc. will not be allowed on any ground such as a mistake/ Mis understanding, etc. after the quote has been submitted.
20. In case of failure on the part of the contractor to carry out the job as required, the University is at liberty without any further notices, without sending a reminder to a contractor, to get the work done on the account, at the risk and cost of the contractor and to prefer the claim for the difference in expenditure and for all the expenses whatsoever incurred in getting the unexecuted part of work completed, which the University is wholly authorized to recover from any money payable to the contractor. Such claims be adjusted from the pending bills and SD.
21. The University reserves the right to reject any or all quotations without assigning any reason.
22. Rights are reserved with university to cancel the order at any time without giving any further notice if the work is not found satisfactory.
23. The University reserves the right to place Work order partially or fully without assigning any reasons.
24. Judicial jurisdiction of all the dispute will be Gandhinagar (Gujarat) only.

Registrar
Gujarat Biotechnology University

Bid invitation: for the Glass door and GODREJ D-150 FLOOR SPRING (150Kg) repairing and replacement.

Scope of work: -

1. The Glass doors are installed at GBU in the various floors of the university, approximately **119 glass doors** and **54 wooden doors**. The spring floor (approved make Godrej) and its repairing work and regular maintenance it to be in the scope of bidder. It is the duty of vendor to repair, or replacement done within 03 days after issuing the instruction from GBU.
2. The bidder should repair or replace the respective door and its ancillary items at the respective place of work after due confirmation form department.
3. Time is essence of contract. The successful bidder must perform the service as per time schedule specified. Failure to supply and install work on or before the stipulated date will entail a penalty decided by the authority. The penalty @ Rs. 100/- per day will be deducted from the payments to be released to a bidder and/or the security deposit. This maximum penalty will be levied up to 50% of SD value.
4. Payment will be made on actual work done at site including the replacement cost of equipment's. The items will have to be supplied at University Office. No transportation/ cartage charges will be provided for the same.
5. As per **Annexure — B (Financial Bid)**, Bidder must conform the quality, quantity & make of floor spring and its power torque value.
6. GBU reserves the right to terminate the contract without assigning any reason thereof and no financial liability will be lies on GBU's account, in the event any breach of contract or found unsatisfactorily services the security deposit will be forfeited.

DECLARATION

- 1.** All the information furnished by me / us here above is correct to the best of my knowledge and belief.
- 2.** I / we have no objection if enquiries are made about the work listed by me / us in the accompanying sheets / Annexures.
- 3.** I / We agree that the decision of Gujarat Biotechnology University in selection of contractors will be final and binding to me / us.
- 4.** I / We have read the instructions and I / we understand that if any false information is detected at a later date the empanelment/contract shall be cancelled at the discretion of the University.

Signature of the bidders

Date: ___/___/2024

ANNEXURE - B - (Financial Bid)

(To be submitted only on company letter head)

DESCRIPTION	QTY	RATE (Per item)	TOTAL	Amount in words
GODREJ D-150 FLOOR SPRING (150Kg)	12			
GODREJ GLASS DOOR LOCK (ROUND TYPE)	10			
DOOR MAINTENANCE LABOUR CHARGES	72			
DOOR MAINTENANCE + FLOOR SPRING FITTING LABOUR CHARGES	12			
GLASS DOOR LOCK FITTING LABOUR CHARGES	10			
Total Amount (In figure)				
Total Amount (In words)				

- Note :**
1. The bidder quoting the lowest total of all the items together will be successful bidder.
 2. Rates must be inclusive of all taxes and other charges excluding applicable GST.
 3. The Quantity of work may increase or decrease, subject to actual work at site and approval of the competent authority.

Terms and Conditions of above work:

1. The contractor shall give 01-year warranty on floor spring and Glass Door lock of Godrej make.
2. The contractor shall give 04 no's quarterly maintenance FREE SERVICES to GBU.
3. GBU will reimburse the Godrej Make product charges or bill amount, if contractor agreed on it. The bidder may charge only labour charges on it to fix it or render services on labour charges basis, if agreed to do so as per above rates.
4. The bidder may offer Annual Rate Prise of Godrej make product such as floor spring and door locks etc to GBU.
5. Rates must be inclusive of all taxes and other charges **excluding applicable GST.**
6. The work order will release after due confirmation from the constituted committee.