

NOTICE INVITING TENDER FOR

**Supply and installation of Customized library racks and stools for the library
of
Gujarat Biotechnology University (GBU), Gandhinagar**



Tender Published Date	: 16-05-2025
The last date for submission of the bid	: 09-06-2025
The last date for submission of physical documents	: 09-06-2025
The technical bid opening date & time	: 17-06-2025
The financial bid opening date & time	: 20-06-2025

Venue

GUJARAT BIOTECHNOLOGY UNIVERSITY, Near GIFT City, Gujarat 382355

Note: Please address all queries and correspondence to:

The Registrar, GUJARAT BIOTECHNOLOGY UNIVERSITY, Near GIFT City,
Gujarat 382355

Section: 01 Project Profile

GBU is planning to modify its library, which consists of book racks and study stools, and this tender is being floated to select the Bidder who will perform the following activities on a turnkey basis.

- Supply of Customized library racks and stools for the library of Gujarat Biotechnology University (GBU), Gandhinagar
- Commissioning and Installation of the components mentioned above
- Maintenance support for the installed hardware during the Warranty period

Bidder has to supply, install, commission, and maintain the components as per the specifications mentioned in the scope of work. Any additional items required for the project completions should be considered along with their cost during the offering of the commercials.

GUJARAT BIOTECHNOLOGY UNIVERSITY will not pay any additional cost other than what is mentioned in the commercial bid.

Schedule of proposed project

Sr. No.	PROJECT
1	Supply and installation of Customized library racks and stools for the library at GUJARAT BIOTECHNOLOGY UNIVERSITY, GIFT City Campus the broad scope of works will be as defined above in section of the project

The scope of the above RFP defines the specifications, requirements and Bill of material required by GUJARAT BIOTECHNOLOGY UNIVERSITY for its current and future requirements.

Completion details: -

It is proposed to complete these works as per the given schedule. The nature of works broadly comprised as mentioned in Section -3 "Scope of Work".

Bidding option for the Bidder: -

The Bidder must bid for all the components on a SITC [supply, installation, testing, and commissioning] basis and if the bid is not offered as mentioned then the same will be liable to rejection.

Section: 02

Tender Notice and information for online bidding

On behalf of GBU Purchase department invites online tenders for Supply and installation of Customized library racks and stools for the library of Gujarat Biotechnology University (GBU), Gandhinagar

2.1 The Schedule for e-tendering is as follows:

(I)	Tender Document to be downloaded from the website (https://gbutender.nprocure.com/)	15-05-2025 till 06-06-2025 up to 18:00 hours
(II)	Tender Fees (Non-refundable) to be submitted to GBU in the form of Demand Draft/ Banker's Cheque / Pay Orders in favour of " GUJARAT BIOTECHNOLOGY UNIVERSITY, Gandhinagar ", payable at Gandhinagar from any Nationalized/Scheduled Bank through registered AD/Speed Post only in a sealed cover. Can also be submitted in person along with a copy of the physical bid in a separate cover.	Rs. 1500/- (One Thousand Five Hundred only) Till 07/06/2025 up to 18:10 Hrs.
(III)	The Bidder shall furnish, as part of the Bid, EMD shall be submitted in the form of a Demand Draft OR Banker's Cheque / Pay Orders in the form of an unconditional Bank Guarantee (which should be valid up to the validity of bid + 90 days) only from banks approved by finance department, Gujarat in the name of " GUJARAT BIOTECHNOLOGY UNIVERSITY, Gandhinagar. " payable at Gandhinagar as per prescribed format given, and in a separate envelope. The unpriced bid (Technical bid) will be opened subject to the confirmation of valid EMD and bid processing fees.)	Rs. 45,000/- (Forty Five Thousand Only) Till 09-06-2025 up to 18:10 Hrs.
(IV)	Last date of Submission for query through email or letter. Please note that after the final query submission date, no queries by any Bidder will be entertained	05-06-2025 up to 18:10 Hrs
(V)	Any queries regarding the tender documents may be sent by email.	purchase@gbu.edu.in
(VI)	Pre-Bid meeting	Date & time: 21-05-2025 11:00 AM Mode: Online Link: To join the video meeting, click this link:

		https://meet.google.com/puc-nxjb-pbo Otherwise, to join by phone, dial +1 650-597-2756 and enter this PIN: 800 913 320#
(VII)	Last date and time for the online Tender submission	09-06-2025, 06:00 PM
(VIII)	Last date for submission of Physical Tender	09-06-2025, 06:00 PM
(IX)	Online Opening of Technical Bid	09-06-2025, 06:00 PM
(X)	Value of safe deposit/ performance bank guarantee	5% of the order value for 62 months. To be valid from the date of installation to 62 months

2.2 Downloading Tender Documents: Tender documents will be available on the website up to the date and time as shown above. Bidders who wish to participate in this tender shall have to register on the website <https://gbutender.nprocure.com/>

2.3 Digital Certificate: Bidders who wish to participate in online tendering shall have to procure / should have a legally valid Digital Certificate (Class III) as per the Information Technology Act-2000, using which they can sign their electronic tenders. Bidders can procure the same from any of the licensed certifying Authority of India or can procure from (n) code solutions – a division of GNFC Ltd, who are licensed Certifying Authority by Govt. of India. All tenders shall be digitally signed. For details regarding the digital signature certificate and related training, the below-mentioned addressee shall be contacted. In case bidders need any clarification/assistance or training for participating in the online tender, they can contact the following office: (n) Code Solutions, A division of GNFC 301, GNFC Info tower, Bodakdev, Gandhinagar – 380 054 (India) Tel: + 91 26857316/17/18, Fax: +91 7926857321, Mobile: 9327084190, 9925117079; E-mail: nprocure@gnvfc.net

2.4 Bidders who already have a valid Digital certificate need not procure a new Digital certificate.

2.5 Online Submission of Tender: Bidders can prepare and add on their bid n number of times before the last date and time prescribed for tender submission. However, the tender shall not be permitted to be edited in any case after the last date and time prescribed for submission of tender as specified hereunder.

2.6 No written or online request in this regard shall be entertained. Bidders shall submit their tender in electronic format only on the above-mentioned website <https://gbutender.nprocure.com/> and before the date and time mentioned above, and each tender shall be digitally signed by the authorized person of the bidder. Tender documents in any other form including in physical form shall not be accepted and the same shall be accepted in the electronic format.




2.7 A scanned copy of all details as required shall be uploaded in electronic format. During the opening of the online technical bid, if it is found that the above details as mentioned are not submitted in electronic format, tenders of such bidder shall not be considered.


- 2.8 Tenders must be submitted as per two bid systems (Technical and Financial). Both the bids must be submitted online, giving full particulars on the website <https://gbutender.nprocure.com/> on or before [refer to section 2 (2.1)]. Please note that an identical **hardcopy of only the technical bid along with the Tender fee and EMD in a sealed envelope** must be submitted at GBU GANDHINAGAR's address mentioned in this document on or before [refer to section 2 (2.1)]. Bids received after the date and time specified in this tender will not be accepted.
- 2.9 **Financial bids must be submitted online on <https://gbutender.nprocure.com/> only. Financial bids submitted online only on <https://gbutender.nprocure.com/> will only be considered and if submitted in any other form will be not accepted and will be rejected.** GBU GANDHINAGAR reserves the right to accept or reject any or all bids without assigning any reason.
- 2.10 The Technical bid should be complete in all respects and should contain all the information asked for. The technical bid should not contain any financial-related rates/bids. The Technical bid should be complete to indicate that the products and services asked for are quoted.
- 2.11 The Financial Bid must give all relevant price information and should not contradict the technical bid in any manner.
- 2.12 Bidder can download the bid document and further amendment, if any for free on [GBU website www.GBU.edu](http://www.GBU.edu) and www.nprocure.com and upload the same on or before the last date of submission of tender on www.nprocure.com
- 2.13 The bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or submit a Bid not substantially responsive to the bidding documents in every respect may result in the rejection of the Bid.
- 2.14 At any time before the deadline for submission of bids, GBU Gandhinagar, for any reason, whether at its initiative or in response to the clarifications requested by prospective Bidders may modify the bidding documents by amendment & publish the same on the website.
- 2.15 Any amendments/corrigendum/modifications will be notified on www.gbu.edu.in/tenders/ and www.nprocure.com websites only. Bidders are advised to regularly browse these websites till the last date of submission of tender. These amendments/corrigendum/modifications will be binding on them.
- 2.16 The Bidder shall be deemed to have carefully examined all work-order documents to his entire satisfaction. Any lack of information shall not in any way relieve the Bidder of his responsibility to fulfill his obligation under the work order.
- 2.17 In case of queries regarding tender documents, the list of queries may be sent through email to: purchase@gbu.edu.in on or before query submission dates. **Post the cut-off time no queries will be entertained.**

- 2.18 **Opening of Technical Tender:** Technical tenders shall be first opened online as per the schedule mentioned in the tender at the GUJARAT BIOTECHNOLOGY UNIVERSITY, Gandhinagar as per the date and time defined in the header.
- 2.19 Technical bids shall be evaluated as per procedures mentioned in the tender documents. The decision of the committee on the evaluation of the bids shall be final and binding to every bidder.
- 2.20 **Opening of Commercial bid:** A commercial bid of only a qualified bidder whose technical bid is accepted shall be opened.
- 2.21 Tenders without tender fees, EMD, and which do not fulfill all or any of the conditions of the tender document shall be rejected outright. Tenders with incomplete details in any aspect shall also be rejected.
- 2.22 Conditional tender shall not be accepted.
- 2.23 This tender notice shall form a part of the tender document.
- 2.24 Every bidder shall mention his email address in the technical bid.

Section: 03
Scope of Work

The purpose of this procurement is to acquire and install customized library racks and stools for the library of Gujarat Biotechnology University (GBU), Gandhinagar. This includes supply, installation, testing, and commissioning of racks and stools as per the specified designs and material standards. The project aims to establish a functional and aesthetic working environment, ensuring compliance with institutional requirements and government procurement guidelines.

Sr. No.	Description	Qty	Image
1	<p>Cube Ottoman</p> <p>Size - 450 W x 450 D x 450 H mm</p> <ul style="list-style-type: none"> • Structure made up of polyurethane full foam block supported with 16-18mm thick ply at the bottom to fasten 50X25 mm nylon glides below it. • PU foam to have density of ≤ 40 having premium grade with moderate resilience. • Covered with Polyester fabric. • Martin - Dale Abrasion resistance ≥ 20000 Cycles • Composition - Polyester - 100% • Weight - 360 GSM • Bottom Feet 50 X 25 mm nylon glides below it. 	12	
2	<p>Double Sided Shelving (Main)</p> <p>Size - 900 W x 714 D x 1835 H mm</p> <ul style="list-style-type: none"> • Overall Dimension: 900 W x 714 D x 1800 H mm • Double Sided Open Shelving unit assembled from Post of 1800 mm H made in 2mm thick 70 x 30 mm tube punch fitted in a special reinforced having a 30 mm UNF nut on adjustable nylon level adjuster having loading capacity of 150 Kgs. • Each post to contain 5 flat shelves of 300 mm depth made in 1.2 mm thick CR sheet with a raised lip at the rear of each shelf and with 'C' channel on front so that each shelf can be fitted perfectly in clips of the brackets of 1.8 mm thickness in CR without any screw, weld or nut features. • Assembly of each shelf should be at minimum 300 mm from other. Both sides Shelves must be having height adjustment feature on clips of brackets. • All the post should be manufactured in a way that it can be accommodated with Spine out display shelves. • Powder coating of all the metal units must be of 70-micron 7 tank process with oven baking powder 	12	
3	<p>Double Sided Shelving (Add On)</p> <p>Size - 900 W x 714 D x 1835 H mm</p> <ul style="list-style-type: none"> • Overall Dimension: 900 W x 714 D x 1800 H mm • Double Sided Open Shelving unit assembled from Post of 1800 mm H made in 2mm thick 70 x 30 mm tube punch fitted in a special reinforced having a 30 mm UNF nut on adjustable nylon level adjuster having loading capacity of 150 Kgs. • Each post to contain 5 flat shelves of 300 mm depth made in 1.2 mm thick CR sheet with a raised lip at the rear of each shelf and also with 'C' channel on front so that each shelf can be fitted perfectly in clips of the brackets of 1.8 mm thickness in CR without any screw, weld or nut features. 	12	

	<ul style="list-style-type: none"> • Assembly of each shelf should be at minimum 300 mm from other. Both sides Shelves must be having height adjustment feature on clips of brackets. • All the post should be manufactured in a way that it can be accommodated with Spine out display shelves. • Powder coating of all the metal units must be of 70-micron 7 tank process with oven baking powder 		
4	<p>Bay End Panel Size - 714 W x 17 x 1811 H mm</p> <ul style="list-style-type: none"> • End Panels to be made up 17 mm Medium Density Fibre Board. colour matching to running colour Scheme. • All edges finished with glued - on polypropylene edge bands with corner and edge rounding, enabling zero sharp elements environment. • Grooving is to be done by CNC (Computer Numeric Control) Router Machine. • Pre-Laminated MDF - Greenlam, Century or other relevant 	24	

Reference Image of the rack:



Eligibility Criteria

The bidder must meet the following criteria:

- Minimum average annual financial turnover of Rs. 50 Lakhs over the last 3 years.
- At least 3 years of experience in executing similar furniture supply projects and the vendor must have successfully provided similar goods to 3 academic institutions (University or National Institute)
- Valid GST registration certification

Section: 04
Bid Pre-qualification Criteria

Sr. No.	Parameter	Description	Documents required to be uploaded.
1	Tender Fee	Scan Copy Of DD/ Pay Order/ Banker's cheque for Tender Fee Rs. 1500/-	Scan Copy Of DD/ Pay Order/ Banker's Cheque for Tender Fee Rs.
2	EMD	03 % EMD Payment of the Total Tender/Bid Value in the Form of FDR/DD/BG in favour of the Registrar, Gujarat Biotechnology, GIFT City, Gandhinagar	Scan Copy to Be Uploaded and Hard Copy to Be Submitted within 07 working days from the date of tender/Bid Submission. (MSME units are exempted from paying the EMD)
3	Bank Solvency	Valid Bank Solvency Certificate of the Current Calendar year @ 20% of the estimated cost	Valid bank solvency certificate @ 20 % of estimated cost
4	Warranty	03 years warranty on all products.	Undertaking On Letterhead from Bidder and Approved Manufacturer Duly Signed & Sealed. In the case of a dealer, the undertaking should be produced by The Manufacturer.
5	After-sales services	Contact details of service person and the Office should be given	Undertaking by authorized dealer and manufacturer.
6	Certification	The manufacturer should be ISO 9001:2015, ISO 14001: 2015, ISO 45001: 2018 certification certified.	Valid ISO 9001:2015, ISO 14001: 2015, ISO 45001: 2018 certificate.
7	Make in India policy	Manufacturer should be based in India	Factory license of the manufacturer.
8	GST	The bidder should be registered with GST	GST registration Certificate
9	PAN Number	The bidder should be registered with Income Tax dept.	PAN card.
10	MSME registration	The Manufacturer should be registered with MSME For Modular Furniture In India	MSME registration certificate be produced. The Manufacturer registered Under MSME In Gujarat State Shall avail Price Preference As Per GR No SPO102015/69109/CH Dated 3/6/16
11	Past performance	The manufacturer/ OEM should not be blacklisted by any government /tender issuing authority in last 03 years.	A notarized affidavit stating that the firm has no history of blacklisting with Central/State Government, Boards & Corporations, etc., must be provided.
12	Experience in supplying library furniture similar to the tender requirement	The Bidder Should Have Experience In supplying similar items as per the tender requirement	Bidder must have completed at least the following numbers 1) One project of similar nature

			<p>not less than the amount value equal to 80% of the estimated cost for library furniture related work</p> <p>OR</p> <p>2) Two projects of similar nature not less than the amount equal value equal to 60% of the estimated cost for library furniture related work</p> <p>OR</p> <p>3) Three projects of a similar nature not less than the amount equal <value equal to 40% of estimated cost> for library furniture related work</p>
13	Average Turnover	The bidder should have an annual turnover of Rs. 50 lacs in the last 3 years.	CA certificate, Balance sheets of last 3 years Be produced.

Section 05:
Instructions to the bidders

5.1 Submission of Documents:

Physical and online (on n-procure) Submission of the Documents:

1. Tender fees and EMD details (As mentioned in Section 10, Annexure I)
2. Valid Bank Solvency Certificate for the Current Calendar year @ 20% of the estimated cost of the bidder
3. Undertaking of the warranty for 3 years by OEM (On OEM letterhead)
4. Factory License of the manufacturer
5. GST registration certificate of the bidder and the manufacturer
6. PAN card of the bidder and OEM
7. MSME Certificate (if applicable)
8. Experience in supplying library furniture (Submit the PO as mentioned in the table of the Section: 04 Sr. No. 12)
9. Satisfactory report of the previous clients report.
10. Turnover certificate (Provided by CA)
11. Clause by clause compliance of the tender terms and conditions by the bidder or OEM
12. Clause by clause compliance of the "Scope of work" mentioned in Section 03
13. Unpriced bid (As mentioned in Section: 07)
14. Annexure II as mentioned in section: 10 (if applicable)
15. Annexure III as mentioned in section: 10 (PO of the bidder/Manufacturer)
16. Annexure IV as mentioned in section: 10
17. Annexure V as mentioned in section: 10

Documents to be submitted strictly online (in the financial bid section only):

1. Commercial format document as mentioned in section 08 (Note that the final price is inclusive of 3 years of warranty)

5.2 Authorization letter:

Authorization letter of the Manufacturer must consist of undertaking of the following clauses:

- a. Authorization for Bidder
- b. Confirm that the products quoted are not end-of-life products
- c. Undertake that the support, including spares, patches for the quoted products, shall be available for the next 7 years.

5.3 Amendment of bidding documents:

- a. At any time before the deadline for submission of bids, GBU, for any reason, whether at its initiative or in response to the clarifications requested by prospective Bidders may modify the bidding documents by amendment.
- b. All Bidders will be notified of the amendment and such modification will be binding on them.
- c. To allow prospective Bidders a reasonable time to consider the amendment in preparing their bids, GBU, at its discretion, may extend the deadline for the submission of bids.

5.4 Technical Section

- a. Clause by clause Compliance statement for Bid document including all annexures to be submitted.
- b. All annexures / Table, duly filled in with necessary proofs, as required and stated in the bid document

- c. Letter of Authority for signing the bid.
- d. Make & Model quoted in the bid with brochures/internet printout.
- e. The seller must refrain from changing or altering the configuration of the factory pre-loaded Device / Equipment. The machine should be delivered to the purchaser in its original, factory-approved configuration. We will verify the factory pre-loaded config at the time of inspection before SITC of All in One at the site. The entire order will be rejected if any Device / Equipment is found altered during inspection.

5.5 Price bid Section:

- a. Priced bid (in the prescribed format only)
 - a. The Financial Bid should be uploaded separately in the prescribed format of BOQ available on the online procurement portal nprocure.com. The Financial bid Form shall contain only price details for items (in words and figures). If GBU finds that words and figures do not match, GBU will consider the lowest amount/figure for the same.

5.6 Fraudulent & corrupt practice:

- a. Fraudulent practice means a misrepresentation of facts to influence a procurement process or the execution of a work order and includes collusive practice among Bidders (before or after Bid submission) designed to establish Bid prices at artificial non-competitive levels and to deprive the GBU of the benefits of free and open competition.
- b. "Corrupt Practice" means the offering, giving, receiving, or soliciting of anything of value, pressurizing to influence the action of a public official in the process of Work-order execution GBU will reject a proposal for award and may forfeit the E.M.D. and/or Performance Guarantee if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for, or in executing, work-order(s).

5.7 Lack of information to Bidder:

- a. The Bidder shall be deemed to have carefully examined all work-order documents to his entire satisfaction. Any lack of information shall not in any way relieve the Bidder of his responsibility to fulfil his obligation under the work order.

5.8 Terms and Conditions:

- a. Terms and conditions for Bidders who participate in this Tender are specified in the section named "Terms and Conditions". These terms and conditions are binding on all the Bidders. These terms and conditions will be part of the purchase order.
- b. The Bidder should be agreeable to all the terms and conditions specified in the tender document. Conditional bids are liable for outright rejection.

5.9 Preliminary Scrutiny:

- a. GBU GANDHINAGAR will scrutinize the e-bids received to determine whether they are complete and as per Tender requirements, whether technical documentation as asked for and necessary to evaluate the bid has been submitted, whether the documents have been properly signed and whether all the items are supplied as per the requirements.
- b. GBU GANDHINAGAR may, at its discretion, waive any minor non-conformity or any minor irregularity in the bid. This waiver shall be binding on all the Bidders and GBU GANDHINAGAR reserves the right for such waivers.

5.10 Clarification on Bids received:

- a. To assist in the scrutiny, evaluation, and comparison of bids, GBU GANDHINAGAR may, at its discretion, ask some or all the Bidders for clarifications on the bid made by them. The request for such clarifications and the Bidder's response will necessarily be in writing.

5.11 No Commitment to Accept Lowest or Any Bid:

- a. GBU GANDHINAGAR is under no obligation to accept the lowest or any other bid received in response to this tender and reserves its right to reject any or all the bids, including incomplete bids, without assigning any reason whatsoever. GBU GANDHINAGAR will not be obliged to meet and have discussions with any Bidder and/or to entertain any representations.
- b. Bidder can offer specifications superior to those mentioned in the "scope of work" document. It is mandatory to provide the make, model, and part numbers of all items and their sub-components as asked in the technical specification. The bid may not be evaluated and/or will be liable for rejection in case of non-submission or partial submission of the make, model, and part numbers of the items supplied. The supply of any substandard/assembled item will entail cancellation of the whole supply order and forfeiture of the EMD/Security deposit.

5.12 Erasures or Alterations:

- a. The offers containing erasures or alterations will not be considered. There should be no handwritten material, corrections, or alterations in the offer. Technical details must be filled up. Correct technical information about the product being offered must be filled in.

5.13 Bid Price:

- a. The price bid should indicate the prices in the format/price schedule only.
- b. Any effort by a bidder or bidder's agent/consultant or representative, howsoever described, to influence the GBU/ in any way concerning scrutiny/consideration/evaluation/comparison of the bid or decision concerning award of work order shall entail rejection of the bid.
- c. Unit rates should be quoted separately for each item. Quantities can be increased or decreased by purchaser and bidder has to supply deviated quantities at the rates prescribed and approved by the purchaser in the tender document.

5.14 Bid security:

- a. Unsuccessful Bidder's Bid security will be refunded within thirty (30) days from the award of work to the successful bidder.
- b. The successful Bidder's Bid security will be discharged upon the Bidder signing the Service Level Agreement, and furnishing the Performance Bank Guarantee.
- c. The Bid security may be forfeited at the discretion of GBU, on account of one or more of the following reasons:
 - 1. The Bidder withdraws their Bid during the period of Bid validity specified by them on the Bid letter form.
 - 2. Bidder does not respond to requests for clarification of their Bid.

3. Bidder fails to co-operate in the Bid evaluation process, and In case of a successful Bidder, the said Bidder fails:
 - To sign the Service Level Agreement in time
 - To furnish Performance Bank Guarantee

5.15 Price Comparison:

- a. To arrive at the lowest (technically acceptable) offer GBU will consider the total proposed solutions price with a 3-year on-site warranty. GBU will not consider L1 Bidder at the time of opening of financial bids.

5.16 Short-listing of Bidders:

- a. The commercial offers of the Bidders whose technical offers are found to be technically deficient or if they do not meet the qualification criteria as specified in this Inquiry will not be opened.

5.17 Evaluation process:

The evaluation process of the tender proposed to be adopted by the GBU is indicated under this clause. The purpose of this clause is only to provide the Bidders with an idea of the evaluation process that the GBU may adopt. However, the GBU reserves the right to modify the evaluation process at any time during the Tender process, without assigning any reason, whatsoever and without any requirement to inform the Bidders of any such change.

Evaluation of bid:

- a. Bidders need to fulfil all the technical criteria and conditions mentioned in the RFP document. GBU will examine the bids to determine whether they are complete, whether the bid format confirms the Tender's requirements, whether any computational errors have been made, whether required EMD has been furnished, whether the documents have been properly signed, and whether the bids are in order including Techno commercial compliance.
- b. The criteria prescribed concerning specifications of items, years of operation in the business experience of a similar class of work completed, etc will first be scrutinized and the Bidder's eligibility for the work will be determined.
- c. As a part of the process of evaluating the technical bids, the Tender Evaluation Committee may also ask the Bidders to make a presentation/ demonstration before it.
- d. After evaluating the technical bids and on acceptance, then only financial bids will be opened.
- e. L1 Bidder for total items as the solution would be decided at the time of opening of financial bids. GBU GANDHINAGAR will award work to the Bidder whose bid is substantially responsive and has been determined as the lowest evaluated bid, provided further that the Bidder is determined to be competent to perform the work order satisfactorily.
- f. It must be kept in view that no decision will be given by the Tender Evaluation Committee. Any inferences drawn during the meeting of this Committee by the Bidders, or their representatives will be their view and the Institute will not abide by the same.

- g. Supply order shall be awarded to a single Bidder based on the bid value of total items.
- h. A bid determined as not substantially responsive will be rejected by the GBU and may not subsequently be made responsive by the Bidder by correction of the nonconformity.

5.18 Bids not considered for evaluation:

- a. Bids that are rejected during the bid opening process due to incomplete documentation or late receipt shall not be considered for further evaluation.

5.19 Contacting GBU:

- a. Bidder shall not approach GBU officers outside of office hours and/ or outside GBU office premises, from the time of the Bid opening to the time the work order is awarded.
- b. Any effort by a Bidder to influence GBU officers in the decisions on Bid evaluation, bid comparison, or work-order award may result in the rejection of the Bidder's offer. If the Bidder wishes to bring additional information to the notice of the GBU, it should do so in writing.

5.20 No withdrawal after submission of bids:

- a. Bidder shall not be permitted to withdraw his / her / its offer or modify the terms and conditions thereof after acceptance of tender. In case the Bidder fails to observe and comply with the stipulations made herein or backs out after quoting the rate, the aforesaid amount of Earnest Money and Security Deposit will be forfeited by the Institute. Besides this, the Bidder may also be liable to be debarred/ blacklisted from participating in the tendering process of GBU GANDHINAGAR in the future, and/or a suitable penalty may be levied.

5.21 GBU's Rights

- a. GBU Gandhinagar reserves the right to accept/reject any or all the bids in whole or in part and cancel the bidding process without assigning any reason whatsoever and is not bound to accept the lowest tender.
- b. GBU GANDHINAGAR also reserves the right to modify and/ or relax any terms & conditions of this tender document before the last date of submission of tenders to safeguard its interest.
- c. Any failure on the part of the Bidder to observe the prescribed procedure and any attempt to canvass/influence GBU for the furtherance of his/her interest, the Bidder's quotation will be cancelled forthwith. The decision of GBU in this regard will be final.
- d. GBU reserves the right to cancel the tender process without assigning any reason whatsoever, at any stage, in case of any change in requirement.
- e. GBU reserves the right to blacklist a Bidder for a suitable period in case the Bidder fails to honor its bid after the award of work without sufficient grounds.
- f. GBU reserves the right to alter the quantities specified in the bid in the event of requirement changes. No Bidder will be allowed to change the Financial bid if GBU decides to drop any items from the schedule.
- g. All the items, for which financial bids are submitted, should be genuine and of the specified branded company. If the material supplied is found to be of non-genuine/ substandard quality, the same will be returned/ replaced at the cost of the Bidder and the GBU will not be responsible for any loss to the concerned Bidder for such supply.
- h. Right to vary Quantities at Time of Award: GBU reserves the right to increase or decrease

the quantity of goods and services originally specified in the tender without any change in unit price or other terms and conditions.

- i. GBU Reserves the right to accept or reject any bid, to cancel the bidding process, and to
- j. reject all bids at any time before the award of the work order.

5.22 Repeat Orders:

GBU GANDHINAGAR reserves its right to place an additional repeat order for a quantity equal to or below the items/ equipment covered in this tender at the same price and terms within six months of the date of release of the purchase order.

5.23 Security Deposit, Tender Fee and EMD:

- a. Before the expiration of the period of Bid validity, GBU Gandhinagar will notify the successful Bidder and issue a work order/ purchase order after which the Bidder needs to submit the security deposit in the form of a Bank Guarantee (BG)/ Demand Draft within fifteen (15) working days of receipt of the award. The Bank Guarantee/ Demand Draft shall be equal to 5% of the total value of the purchase/work order. The Bank Guarantee shall be valid for the duration of a Warranty period plus 60 days.
- b. The Bank Guarantee / Demand Draft will remain with GBU GANDHINAGAR for the period of warranty plus 60 days and will be returned to the selected Bidder after certification by GBU. No interest will be payable on the EMD / security deposit.
- c. Upon the successful Bidder's furnishing of Performance Bank Guarantee / Demand Draft and signing of Contractual documents, The EMD of all Bidders will be refunded within 10 days through NEFT / RTGS and for this, they have submitted all banking details after placement of purchase order/ supply order.
- d. GBU GANDHINAGAR shall be at liberty to set off /adjust the proceeds of the Performance Bank Guarantee/ Demand Draft towards the loss, if any, sustained due to the Bidder's failure to complete its obligations under the work order. This is without prejudice to GBU GANDHINAGAR's right to proceed against the Bidder in the event of the security being not enough to fully cover the loss/damage

5.24 Payment terms

- a. No advance payment will be made
- b. After submission of PBG as mentioned in the tender, after receipt of deliveries within the days mentioned in the PO and after the successful installation, 100% payment of the invoice value of deliveries shall be released.
- c. Item-wise, the rates of all taxes must be indicated. Whenever chargeable G. S. T numbers must be indicated. It will be deemed that no Taxes are payable by us if such items are not indicated.
- d. The vendor shall be entirely responsible for all taxes duties, license fees, octroi, road permits, etc., incurred until delivery of the contracted Goods to the Purchaser

Section: 06
Terms and Conditions

6.1 Delivery, Installation, Commissioning:

- a. The Bidder shall be responsible for the Shipment, delivery, and installation of the items at the site (GBU, Gift City Campus) and for making it operational at no additional charges as follows:
- b. If the Bidder fails to ship and install the items within the stipulated time as mentioned in the schedule/PO, GBU reserves the right to claim the liquidated damages and/or cancel the purchase order.
- c. At the discretion of GBU GANDHINAGAR, there will be an acceptance test conducted by GBU GANDHINAGAR's technical team members and/or its nominated consultants after installation.

6.2 Order Cancellation:

GBU GANDHINAGAR reserves its right to cancel the Purchase Order at any time by assigning appropriate reasons in the event of one or more of the following conditions:

- a. If after the award of the work order, the Bidder fails to furnish the Performance Bank guarantee within fifteen (15) working days, along with the inception report and working schedule as per the tender requirements & if the operation is not started within fifteen (15) working days after submission of P.B.G. as mentioned.
- b. Delay in delivery beyond the specified period for delivery.
- c. Delay in installation beyond the specified period in the Tender.
- d. Serious discrepancy noticed during the inspection.
- e. GBU reserves the right to cancel the work order and apply all remedies available under the terms and conditions of the work order.

6.3 Warranty:

- a. The bid must include a minimum 3-year comprehensive on-site warranty with 24 x 7 Support
- b. including licensing if any as per tender specifications.
- c. During the warranty period, If there is a hardware failure the bidder will replace the hardware, and re-install it at no additional charge.
- d. The Bidder shall be fully responsible for the manufacturer's warranty for proper design, quality, and workmanship. Bidder must warrant all components, accessories, spare parts, etc. against any manufacturing defects during the warranty period. During the warranty period, Bidder shall maintain and repair/replace at the site all defective components, at no charge to GBU GANDHINAGAR.
- e. The warranty shall include all spares, accessories, labor and preventive maintenance from the date of completion of the satisfactory installation and acceptance till warranty period. In case, if replacement of a part becomes necessary during the warranty period, the parts of the same make and same or better configurations as were originally there in the equipment shall be used and should be compatible. The supplier/vendor shall maintain details of the replacements and repairs carried out, if any, in any equipment in a separate document and produce the details as and when required. The cost of the parts will be borne by the supplier. If any replacements need to be made the same should be done by the bidder at their expense and cost. The institute will provide only required documents. In cases where the repairs made to the instrument/equipment are not satisfactory the purchaser can insist for replacement with a new one in its place during warranty period. Warranty shall be provided On-site at GBU, in case, instrument is required to be transported to service center it should be at the cost of seller, GBU will not pay any charges.
- f. BIDDER/OEM must have Dedicated/toll Free Telephone No. along with Escalation

Matrix for Service Support and to address technical query(ies) promptly.

6.4 End-of-Sale / obsolete components:

Bidders must bid on the latest model that is not announced by the principals as an end-of-sale product or obsolete at the time of shipment.

6.5 Spare parts:

If any of the components are not available during the warranty/AMC period, in such case, Bidder must replace it with equivalent or higher capacity. If specified in the List of Requirements and in the resultant contract, the supplier shall supply/provide any or all of the following materials, information etc. pertaining to spare parts manufactured and/or supplied by the supplier

6.6 Support:

Bidders are also required to submit details like the address of the nearest support center, detailed support escalation matrix, and number of service engineers available along with their names, telephone/mobile numbers, for warranty/AMC service, etc.

6.7 Penalties:

Delay in shipment, delivery, and installation: GBU GANDHINAGAR will charge a penalty @ 0.5% of the total order value per week for the delay in shipment, delivery, and installation of Servers, Storage, Network Switches, Smart Rack, and UPS components at GBU GANDHINAGAR campus beyond 16 weeks from the date of the purchase order, subject to a maximum 10% of the total order value. After the maximum penalty value is reached, GBU GANDHINAGAR will initiate necessary action as per the terms of the tender.

6.8 Delay in repair:

- a. Servers, Storage, Network Switches, Smart Rack, and UPS components that are reported to be down on a given date should be either fully repaired or replaced within 3 working days. The problem reported by GBU GANDHINAGAR will be through a telephonic message or any other mode of communication as GBU GANDHINAGAR may decide.
- b. In case Bidder fails to repair or replace the item within 3 working days, there will be a penalty @ 5,000/- per day from the third day.


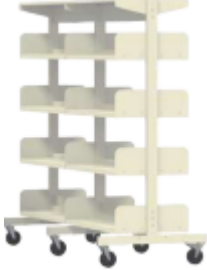
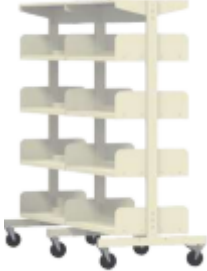

6.9 Termination:

GBU GANDHINAGAR may at any time terminate the work order by giving written notice to the Bidder if the Bidder becomes bankrupt or otherwise insolvent. In this event, termination will not prejudice or affect any right of action or remedy, which has accrued or will accrue thereafter to the GBU GANDHINAGAR.

6.10 Quality Standards:

GBU GANDHINAGAR is looking for well well-proven/ designed and quality product. All items quoted should be associated with specific model numbers and names and with literature. Any deviations from the specifications should be listed in the Annexure called "deviations" giving reasons thereof.

Section: 07
Unpriced bill of quantities for make model definition

Sr. No.	Description	Qty	Image	Make	Model
1	Cube Ottoman	12			
2	Double Sided Shelving (Main)	12			
3	Double Sided Shelving (Add On)	12			
4	Bay End Panel	24			

Section: 08
Commercial Format

(To be submitted Strictly Online)

Sr. No.	Description	Unit Price	Qty.	Total Price	Tax (%)	Total including taxes
1	Cube Ottoman		12			
2	Double Sided Shelving (Main)		12			
3	Double Sided Shelving (Add On)		12			
4	Bay End Panel		24			

(Do not submit price bid format in physical bid submission)

Section: 9
Performance Bank Guarantee
(To be stamped in accordance with Stamp Act)

Ref: Bank Guarantee No.

Date: To,
The Registrar
Gujarat Biotechnology University Near GIFT City Gandhinagar Gujarat - India.

Dear Sir,

1. WHEREAS (Name of Bidder) hereinafter called "the Bidder" has undertaken, in pursuance of Agreement dated, (here in after referred to as "the Agreement SYSTEM INTEGRATION OF VARIOUS WORKS AT GBU Gandhinagar. And WHEREAS it has been stipulated in the said Agreement that the Bidder shall furnish a Bank Guarantee ("the Guarantee") from a scheduled bank for the sum specified therein as security for implementing PROJECT.

WHEREAS we ("the Bank", which expression shall be deemed to include it successors and permitted assigns) have agreed to give Gujarat Biotech University (GBU) the Guarantee:

THEREFORE, the Bank hereby agrees and affirms as follows:

The Bank hereby irrevocably and unconditionally guarantees the payment of all sums due and payable by the Bidder to GBU under the terms of their Agreement dated . Provided, however, that the maximum liability of the Bank towards GBU under this Guarantee shall not, under any circumstances, exceed in aggregate.

3. In pursuance of this Guarantee, the Bank shall, immediately upon the receipt of a written notice from GBU in that behalf and without delay/demur or set off, pay to GBU any and all sums demanded by GBU under the said demand notice, subject to the maximum limits specified in Clause 1 above. A notice from GBU to the Bank shall be sent by Registered Post (Acknowledgement Due) at the following address:

Attention Mr. ____

4. This Guarantee shall come into effect immediately upon execution and shall remain in force for a period of months from the date of its execution. The Bank shall extend the Guarantee for a further period, which may mutually be decided by the Bidder& GBU. The liability of the Bank under the terms of this Guarantee shall not, in any manner whatsoever, be modified, discharged, or otherwise affected by:

- Any change or amendment to the terms and conditions of the work-order or the execution of any further Agreements.

- Any breach or non-compliance by the Bidder with any of the terms and conditions of any Agreements/credit arrangement, present or future, between Bidder and the Bank.

5. The BANK also agrees that GBU at its option shall be entitled to enforce this Guarantee against the Bank as a Principal Debtor, in the first instance without proceeding against the BIDDER and notwithstanding any security or other guarantee that GBU may have in relation to the Bidder's liabilities.

6. The BANK shall not be released of its obligations under these presents by reason of any act of omission or commission on the part of GBU or any other indulgence shown by GBU or by any other matter or thing whatsoever which under law would, but for this provision, have the effect of relieving the BANK.

7. This Guarantee shall be governed by the laws of India and the courts of Gandhinagar shall have jurisdiction in the adjudication of any dispute, which may arise hereunder.

Dated this the Day of

Witness

(Signature) (Signature)

(Name) Bank Rubber
Stamp

(Name)

(Official Address) Designation with Bank Stamp

In addition, Attorney as per Power of Attorney No. Dated:

Section: 10

Annexure - 1 Earnest Money Deposit & Tender Fee Details

Sr. No.	Item	Amount (In Rs.)	Name of the Bank & Branch	Demand Draft No.
1	Tender Fee			
2	Earnest Money Deposit (E.M.D.)			

Annexure II : Manufacture's Authorization Form

Date:

To,
The Registrar
Gujarat Biotechnology University , Near GIFT City, Gandhinagar.

Tender Enquiry No. GBU/XX/XX/2024 Dated XX.XX.2025 and due on XX.XX.2025

Sub: Authorization Letter for Bidding for the above tender

Dear Sir,

We _____ who are established and reputable manufacturers of _____ and head office manufacturing hereby authorize to submit a bid and sign the work-order with you for the goods manufactured by us against the above IFB. We hereby extend our full guarantee and warranty for the goods supplied by us, confirm that the products quoted are not end of life products, and we confirm that we would provide post warranty support including spares, patches for the quoted products available for next 7 years. We also acknowledge that the warranty of the supplied product under this tender will be of 3 years.

Yours faithfully, Authorized Signatory

Annexure III : Work Experience

Experience in supply, installation commissioning and maintenance for Library racks related work					
Sr. No.	Name of the Organization	Address of Installation	Tentative Bill of Material	Value of The Project in Rs.	Supporting PO and Completion Certificate attached (Yes/No)
1					
2					
3					

Annexure IV : Financial Strength of the Bidder

Financial Year	Turn Over in Lakhs of Rupees	System Integration Turnover in LACS	Supporting Auditor Certificate for SI Turnover submitted (YES/NO)
2023-2024			
2022-2023			
2021-2022			

Note: Please fill this form and attach the audited Annual Accounts for the last three financial years along with the Auditor Certificate confirming the System Integration Turnover

Annexure V : Land Border Undertaking

Annexure A - Undertaking by Bidder as per Ministry of Finance On letterhead of Bidder

Sub: Undertaking as per Office Memorandum No.: F. No.6/18/2019-PPD dated 23.07.2020 published by Ministry of Finance, Dept. of Expenditure, Public Procurement division

Ref: Bid Number: _____

I have read the clause regarding restriction on procurement from a bidder of a country which shares a land border with India. I certify that we as a bidder and quoted product from following OEMs are not from such a country or, if from such a country, these quoted products OEM has been registered with competent authority. I hereby certify that these quoted product & its OEM fulfills all requirements in this regard and is eligible to be considered for procurement for Bid number _____

Sr. No.	Item Category	Quoted Make & Model

In case I'm supplying material from a country which shares a land border with India, I will provide evidence for valid registration by the competent authority, otherwise Gujarat Biotechnology University reserves the right to take legal action on us.

(Signature)

Authorized Signatory of M/s <<Name of Company>>