

**SCHOOL OF ENVIRONMENTAL SCIENCES
MAHATMA GANDHI UNIVERSITY
KOTTAYAM – 686 560**

TENDER NOTICE FOR PURCHASE OF BATTERY

TENDER NOTICE No: SES/MGU/M/T/2018 Date: 07.11.2018

Competitive tender in sealed cover for supply of **Battery (13 nos.) for 5 KVA UPS (buy-back scheme)** is invited from reputed firms and authorized dealers so as to reach the office of the under signed not later than **3 p.m. on 21.11.2018**. Technical bid of the tenders will be opened on **21.11.2018** at **3.30 p.m.** in the presence of authorized representatives of tendered firms. The financial bid of the Tender will be opened on **22.11.2018** at 3.30pm

Sl. No.	Scheduled Item	Specifications
01	Battery 110 KVA –13 nos.	Tubular 12V (100 AH) Battery for 5 KVA UPS on buy back basis. Exide or equivalent

EARNEST MONEY DEPOSIT (EMD) : EMD calculated @ 1% of the Purchase Assessment Cost (PAC), subject to a minimum of Rs. 1500/-, should be paid by the firm. The E.M.D should be enclosed with the tender in the form of Demand Draft drawn in favour of The Professor & Head, School of Environmental Sciences, Mahatma Gandhi University and should be payable at State Bank of India, M.G. University Campus Branch.

Tender form: Tender Fee shall be calculated @ 0.2% of PAC rounded to the nearest multiple of Rs. 100/-, subject to a minimum of Rs. 400/- and maximum of Rs. 1500/- + GST @ 12%.

Interested parties can inspect the used batteries on all working days before 20/11/2018 during office hours (9 am to 5 pm)

Director

School of Environmental Sciences,
M.G.U

NOTE: (1) PLEASE SEE THE ANNEXURES I, ANNEXURE II, ANNEXURE III and ANNEXURE IV ATTACHED BELOW

(2) ALL THE DOCUMENTS RELATED TO THE TENDER CAN BE DOWNLOADED FROM THE UNIVERSITY WEBSITE- www.mgu.ac.in, in the section “Quotation/tender”

ANNEXURE I

General Terms and Conditions

1. The main envelop should be super scribed: **“Tender for Battery procurement under Department purchase”**
2. The nonrefundable application fee of accompanied with tender for each item. The application fee must be as **D.D. drawn in favour of Finance officer, M.G. University.**
3. Tenders must accompany a copy of the “General Terms and Conditions, Annexure I and Annexure II and III” section of this document, signed and stamped on each page indicating that they agree to these .
4. Last date of submission of tender along with requisite fee, EMD and all documents is **21.11.2018**. The DD for EMD or any other accepted document must be drawn in of favour of

Director, School of Environmental Sciences, M. G. University, Kottayam, Kerala payable at SBI Mahatma Gandhi University Campus Branch.

5. All other charges including VAT/CST, Excise Duty and other levies payable by C.I.P should be clearly indicated otherwise it will be presumed that the rates quoted are inclusive of all these charges and will not be paid.
6. The Excise Duty component (with percentage) should be indicated , as the University is exempted from the payment of Custom/Excise Duty. Exemption will be availed by providing Custom/Excise Duty Exemption Certificate with order.
7. The Delivery Schedule, Payment Terms & Warranty/Guarantee etc must be clearly indicated in the technical bid. The charges for extended warranty and/or Annual Maintenance Contract after the expiry of offered warranty period should also be specified in the financial bid.
8. The manufacturers’ printed literature/catalogue/drawing/user’s list in respect of range of product being quoted should also be submitted with the offer.
9. Our Institute is registered with the Department of Scientific & Industrial Research (DSIR), so Excise duty exemption will be provided.

Other requirements for delivery and complete installation

1. Delivery at School of Environmental Sciences, Mahatma Gandhi University, Kottayam
2. All other requirements for satisfactory installation of **equipment**.
3. It will be the responsibility of the supplier to deliver the ordered materials at School of Environmental Sciences, Mahatma Gandhi University, Kottayam.

4. All required materials for satisfactory installation are to be provided by the supplier at their own cost.

**ANNEXURE II:
TENDER FORM PART-I (TECHNICAL BID)**

PART-I (TECHNICAL BID) OF TENDER NO:

Last date for receipt:

Due date for opening Part –I (TECHNICAL BID):

Tenderer's Offer No:

Date:

From,

M/s.

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To,

Director

School of Environmental Sciences , M. G. University,

Kottayam, Kerala,India

Dear Sir,

I/We have gone through the tendering conditions pertaining to the Tender and General Terms and Conditions of Contract and other requirement for delivery and complete Installation and Special Conditions of Contract contained herein with this tender document. I/we hereby agree to supply the stores conforming to the tender specifications incorporated in ANNEXURE I of the tender document and also agree to abide by your General Conditions of all Contracts and Special Conditions of Contract contained in the ANNEXURE I of the Tender document.

You will be at liberty to accept any or more of the items of stores offered by us and I/we shall be bound to supply you the stores as may be specified in the Purchase Order/Contract. I/We hereby agree to keep the price valid for your acceptance for a period of 30 days from the date of opening of Part-II (Financial bid) of the tender

I/We are also enclosing herewith all the leaflets catalogue etc. pertaining to the stores offered.

Yours faithfully

Stamp and Signature of the Tenderer

ANNEXURE III: TENDER FORM PART-II (FINANCIAL BID)

PART-II (FINANCIAL BID) OF TENDER NO:

Last date for receipt:

Due date for opening Part –II (FINANCIAL BID):

Tenderer's Offer No:

Date:

From,

M/s.

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To,

Director

School of Environmental Sciences, M. G. University,

Kottayam, Kerala,India

Dear Sir,

In response to your invitation and as per your tendering and contracting conditions, the prices applicable for the scope of supply contained in ANNEXURE-I (TECHNICAL BID) of our tender are indicated in the format at annexure "A" to this tender.

We hereby agree to keep the price valid for your acceptance for a period of 30 days from the date of actual opening of Part-II (FINANCIAL BID) of the tender.

Yours faithfully,

Stamp and Signature of the Tenderer

