



संपदा पदाधिकारी का कार्यालय  
बिहार पशु विज्ञान विश्वविद्यालय

बिहार पशु चिकित्सा महाविद्यालय प्रांगण, पटना -800014

E-mail:- estatebasu@outlook.com

Date... 03./...12.../2020

Letter No... 409.../E.O/BASU, Patna

**NOTICE INVITING QUOTATION- 01/2020-21**

Sealed quotation are invited from authorised service providers or Original equipment manufacturers for the following works of BVCat BASU, Patna.

Designation of officer inviting Quotation		Estate Officer, BASU, Patna		
Last date of Issue/download of Quotation document. with time and place		Office of the Estate Officer BASU, Patna up to 5:00 p.m. on dated. 20.12.2020 & <a href="http://www.basu.org.in">www.basu.org.in</a>		
Place, Time & Date of receiving of Quotation		Office of the Estate Officer, BASU, Patna, on up to 3.00 PM dated. 21.12.2020		
Place, Time & Date of Opening of Quotation		Office of the Estate Officer, BASU, Patna, after 03:30 PM on dated 21.12.2020		
G. No.	Particulars	Earnest Money	Cost of Quotation/document	Scope of work
01	Non comprehensive Annual maintenance Contract of 2 nos. Elevator ( <b>Make- Otis, capacity 8-10 passengers</b> ) Located in New Library Building, BVC at BASU, Patna. Model No-NAA2131OK, NAA21752J5	2% Gross Quoted Amount	500/-	AMC for 1 Year
02	Non comprehensive Annual maintenance Contract of 2 nos. D.G Set ( <b>400 KVA &amp; 250 KVA, Make- Supernova</b> ) Located in New Library Building & Academic Building, BVC at BASU, Patna. Model No. for 400 KVA DG-2206D-E13TAG3 Model No. for 250 KVA DG - 6G5D1C2281W	2% Gross Quoted Amount	500/-	AMC for 1 Year

**TERMS & CONDITIONS:**

1. Earnest money is to be deposited in the shape of NSC/TD/Fixed Deposit/Demand Draft duly pledged in favour of Estate Officer, BASU, Patna. Which is refundable after completion of AMC Period.
2. Eligibility Criteria for participating in Quotation :-
  - a. Firm Registration Certificate/Paper
  - b. GST registration certificate/ no.
  - c. Manufactures/ Authorization certificate
  - d. PAN Card of firm/no.
  - e. Cost of Quotation/Tender. (Non-refundable) to be deposited through Demand Draft in favor of the Finance Comptroller, BASU, Patna. Payable at Patna.
  - f. Latest Income Tax return acknowledgement paper/Certificate.
  - g. The bidder have to submit the affidavit (in original) regarding genuineness and non-black listed paper from notary
  - h. List of work order in other department / present work in hand. (optional)

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3. The Name of work and its Group No. as per NIQ should be mentioned in the front of envelope & all the document should be submitted in single envelop otherwise quotation will not be opened.
4. All the documents should be Self-Attested
5. Any other information may be obtained from the office of Estate Office, BASU, Patna during working hours in any working day.
6. Only quoting lowest rates in Quotation will not be a claim of allotment for work.
7. The bidder should deposit a Performance security @ 3% of Value of contract at the time of agreement in the shape of NSC/TD/Fixed Deposit/Demand Draft duly pledged in favour of Estate Officer, BASU, Patna. Which is refundable after completion of AMC Period.
8. Performance security @ 5 % of each running bill will be deducted.
9. Quotation can also be seen at website [www.basu.org.in](http://www.basu.org.in).
10. **The Quotation document can be downloaded from the website [www.basu.org.in](http://www.basu.org.in) from the intending Quotationer and will be submitted with the cost of Document in the form of Demand Draft in favor of "Finance Comptroller, BASU, Patna". Quotation submitted without cost of Quotation will be summarily rejected. Last date for downloading the Quotation document from the website is one day prior to the last date of receipt of Quotation. Accordingly the Draft toward the Quotation fee shall be dated one day prior to the last date of receipt of Quotation.**
11. The Name of work and its Group No. as per NIQ should be mentioned in the front of envelope, should be sent through Speed Post/registered/courier/ in person to mailing address

**To,  
Estate Office,  
Bihar Animal Sciences University,  
P.O. - Bihar Veterinary College Campus,  
Patna-800 014.**

12. The Bidder should inspect the site before filling in and submitting the quotation to get fully acquainted with the scope of work as no claim whatsoever will be entertained for any alleged ignorance thereof. Quotation must be submitted in original and without making any additions, alternations, and as per details given in other clauses given hereunder. The requisite details shall be filled in by the Bidder in the quotation Document wherever required.
13. The agency should have experience of similar type of work at any Govt. Departments/ organization / Universities.
14. The agency firm should have a minimum turnover of Rs. 10 Lakh year during the last three years. (Attached copies to be attached with the technical bid.)
15. Bidders should submit details in the format given at Annexure-1 and should quote the rates in the format given at Annexure-2. Incomplete bids will summarily be rejected. All corrections and alterations in the entries of quotation document will be signed in full by the Bidder with date. No erasing or over- writings are permissible. Submission of Quotation will signify the acceptance of all terms and condition of contract as above. It will not be obligatory for this office to accept the lowest quotation and no explanation shall be given for the cause of rejection of quotation to any quotation. No query after submission of the quotation shall be entertained. In case of withdrawal of bid, the EMD will stand forfeited.
16. The price quoted by the firm participating in the quotation process should be valid for contract period.
17. Validity of Contract: - The period of annual maintenance contract will be valid for a period of one year from date of award of contract and can be extended next one years if agreed by the both parties on same terms and conditions.



18. Payment:- (i) The Payment for AMC charges will be made on quarterly basis @ of 25 % of Total Cost of AMC after obtaining satisfactory certificate.
19. The undersigned reserve the right to accept or reject any or all the quotation without assigning any reasons.
20. Any changes w.r.t. this quotation will be notified through website www.basu.org.in only.
21. At the time of opening of quotation only participant quotationer or his single authorized representative with authority letter will be allowed to present.
22. All disputes what so ever shall be referred to the sole arbitration of the Estate Officer and his decision shall be final and binding on the agency.
23. All the matters subject to the jurisdiction of Patna High court.
24. EMD of unsuccessful bidders will be returned within 15 days after the award of the contract.
25. Scope of work:-The selected agency/firm shall be responsible to provide annual maintenance for Lifts & Generators. The AMC will be execute as per agreement.
26. Agreement will be made with successful lowest bidder before award of contract.

-Sd-

Estate Officer

Bihar Animal Sciences University, Patna

Letter No: ...409.....

DATE: 03/12/2020.....

Copy forwarded to:

1. Registrar, BASU, Patna for kind information.
2. Dean BVC, Patna for kind information.
3. Finance Comptroller BASU, Patna for kind information.
4. Advisor (ICT), BASU, Patna for uploading on the university website as per F.C. office letter no. 1306/dated 31/01/2019.
5. University notice board / SGIDT notice board / BVC notice board.

  
Estate Officer

Bihar Animal Sciences University, Patna

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24/11/22

Technical BID

Bid should indicate following information along with the self-attested photocopies of supporting documents:

Detail of Earnest Money: Rs.....

DD No..... Date.....

Name of Bank.....

1. THE FIRM or AGENCY

a) Name .....

b) Address .....

c) Tel No. Landline ..... Mobile .....

d) Email id:.....

2. Firm Registration Certificate/Paper: .....

(Please enclose photocopy)

3. PAN Card of Firm/ No. : .....

(Please enclose photocopy)

4. GST Registration Certificate/No : .....

(Please enclose photocopy)

5. Valid Authorization Certificate : .....

(Please enclose photocopy)

6. Latest Income Tax Return Acknowledgment Paper:.....

(Please enclose photocopy)

7. The Bidder Have to submit Affidavit in Original Regarding genuineness and non-black listed paper from notary.

8. List of work order in other department / present work in hand. (Optional)

FINANCIAL BID

SL. NO	Description	Quantity	Unit	Quoted Rate (including all Taxes)	Total Amount
1	Non comprehensive Annual maintenance Contract of Elevator ( <b>Make- Otis, capacity 8-10 passengers</b> ) Located in New Library Building, BVC at BASU, Patna. Model No- <b>NAA2131OK, NAA21752J5</b>	2	Each		
2	Non comprehensive Annual maintenance Contract of D.G Set ( <b>400 KVA Make- Supernova</b> ) Located in New Library Building & Academic Building, BVC at BASU, Patna. Model No. - <b>2206D-E13TAG3</b>	1	Each		
	Non comprehensive Annual maintenance Contract of D.G Set ( <b>250 KVA, Make- Supernova</b> ) Located in New Library Building & Academic Building, BVC at BASU, Patna. Model No.- <b>6G5D1C2281W</b>	1	Each		
				Total Quotated Amount (Including All Taxes)	

I have read all the terms and conditions as mentioned in notice inviting quotation 01/2020-21.

Signatures of authorized Agency/Quotationer

Name.....

Seal