



सूचना एवं पुस्तकालय नेटवर्क केन्द्र  
Information and Library Network Centre  
विश्वविद्यालय अनुदान आयोग का स्वायत्त अंतर विश्वविद्यालय केन्द्र  
An Autonomous Inter-University Centre of UGC  
गांधीनगर / Gandhinagar-382007

**TENDER DOCUMENT No. INF/PUR/FIRE/ITEMS/2021-22**

**Tender Document for Supply, Installation, Testing and Commissioning of following Fire Fighting equipment's/parts for Installed Fire Fighting System at INFLIBNET Centre, Gandhinagar.**

Sr. No	Description of items with detailed specification	Qty.
01.	Supply installation testing and commissioning of 2.5 sqmm 3 core flexible cable with conduit (for ON OFF push button)	1100 Mtr.
02.	Supply installation testing and commissioning of ON-OFF push button	58 Nos.
03.	Branch pipe SS	27 Nos.
04.	Panel upgradation and commission for auto system of fire hydrant (Which will include supply of pressure switch manual switch cables etc.)	01 No.

\*The quantity for Sr. No. 01 may vary depending upon actual usage.

Sr. No.	BID-DATA SHEET	
1.	Tender Number	INF/PUR/FIRE EQUIPMENT/2020
2.	Estimated Cost of Tender	2,49,100/- (excluding GST)
3.	Bid validity	60 days
4.	Issue of Tender Forms	Tender for supply and Installation of Fire Fighting system parts for existing system installed at INFLIBNET Centre, Gandhinagar. Documents / Forms can be Downloaded from the Institute's website <a href="http://www.inflibnet.ac.in">www.inflibnet.ac.in</a> and Central Public Procurement Portal (CPPP) <a href="http://www.eprocure.gov.in">www.eprocure.gov.in</a>
5.	Tender Document Delivery Mode	Through Speed Post / Registered Post/ Courier or either by person.
6.	Earnest Money Deposit (EMD)	Bid Security Declaration form
7.	Contact Person	<b>For Technical query:</b> Shri Devang Roy , Office Assistant-II Email: <a href="mailto:devang[at]inflibnet.ac.in">devang[at]inflibnet.ac.in</a> Tel : 079-23268121  <b>For Commercial query :</b> Mr. Shyam T Yadav, I/C Section Officer (Purchase &Store)Email : <a href="mailto:shyam[at]inflibnet.ac.in">shyam[at]inflibnet.ac.in</a> Tel: 079-23268141
8.	Contact Address	INFLIBNET Centre, Infocity, PB No 04, Gandhinagar- 382 007 Website : <a href="http://www.inflibnet.ac.in">www.inflibnet.ac.in</a>

## **INTRODUCTION**

The Information and Library Network Centre (here after will be referred as INFLIBNET), is an autonomous Inter University Centre of the University Grants Commission, MHRD, New Delhi. Sealed bids on behalf of Director, INFLIBNET Centre are invited **Bid for Supply, Installation, Testing and Commissioning of Fire Fighting equipment's/parts for installed Fire Fighting System at INFLIBNET Centre, Gandhinagar** from bonafide, resourceful and reliable service providers/Vendors/agencies based in Ahmedabad/Gandhinagar only as per terms and condition attached.

The bid document and further amendments can download from the INFLIBNET website ([www.inflibnet.ac.in](http://www.inflibnet.ac.in)) or from Central Public Procurement Portal (CPPP), Govt. of India website ([www.eprocure.gov.in](http://www.eprocure.gov.in)) and submit the same to INFLIBNET Centre on or before due date of the tender.

Bidder is expected to examine all instructions, forms, terms & conditions, and specifications in the bidding document. Failure to furnish all information prescribed in the bidding documents or submission of bids not substantially responsive to the bidding documents in every respect may result in the rejection of the bid. Bidder must submit the technical and financial bid in prescribed format without ANY deviation.

## **IMPORTANT DATES**

<b>Publish Date</b>	<b>24.02.2021</b>	<b>14:00 Hrs.</b>
<b>Document Download / Sale start Date</b>	<b>24.02.2021</b>	<b>14:00 Hrs.</b>
<b>Document Download / Sale end Date</b>	<b>18.03.2021</b>	<b>17:00 Hrs.</b>
<b>Pre-Bid Meeting</b>	<b>04.03.2021</b>	<b>11:00 Hrs.</b>
<b>Bid Submission Start Date</b>	<b>05.03.2021</b>	<b>09:00 AM</b>
<b>Bid Submission End Date</b>	<b>18.03.2021</b>	<b>17:30 Hrs.</b>
<b>Bid Opening Date</b>	<b>19.03.2021</b>	<b>11:00 Hrs.</b>

## **GENERAL INSTRUCTION FOR BIDDER**

- 1.1 Period of Validity of Offer:** For the purpose of placing the order, the proposals shall remain valid till 60 days from the date of opening of tender. During the period of validity of proposals, the rates quoted shall not change. In exceptional circumstances, INFLIBNET may ask for extension of the period of validity and such a request shall be binding on Bidders. A Bidder agreeing to such an extension will not be permitted to increase its rates.
- 1.2 Submission of Bid:** The interested bidders are advised to submit separate sealed envelopes superscribed "Bid for supply & installation of Fire Fighting system Parts" to the INFLIBNET Centre, INFOCITY, Gandhinagar And also deposited/ dropped in the tender Box placed at the security cabin, INFLIBNET CENTRE, INFOCITY, GANDHINAGAR-382007 on or before 18<sup>th</sup> March, 2021 at 17:30 Hrs..
- 1.3 Time schedule for delivery & installation:** All delivery of the material will have to be completed within 15 days from the date of acceptance of contract. (B) All activities leading to the commissioning of the contract to be completed within 30 days from the date of award.
- 1.4 Liquidated Damage:** The job includes the supply and installation of materials mentioned in the tender document. In the event of failure to meet the job completion in stipulated date/time liquidated damage may be imposed on the contractor for sum not less than 0.5% of the contract value for that item/job for each week or part thereof, subject to a ceiling of 10% of the total contract value (including all taxes & duties and other charges). In the event of LD exceeds 10% of the order value, INFLIBNET reserves the right to terminate the contract and INFLIBNET will get the job completed by any other competent party. The difference of cost incurred by INFLIBNET will be recovered from the contractor.
- 1.5 Earnest Money Deposit (EMD):** As per OM No.F.7/4/2020-PPD dated 12.11.2020 issued by Ministry of Finance, the Bid Security (EMD) fees will be exempted to all bidders, the all the bidders are required to submit the Certificate for the Site Inspection form as prescribed at annexure T-VII for the same. It is mandatory to submit the Bid security declaration, in absence of which the bid would be considered as unresponsive
- 1.6.1 Performance Security Deposit:** The successful Bidder/Contractor shall have to deposit a Performance Security Deposit of 3% of the total amount of work order immediately on the receipt of the LOI/Order. The performance security deposit will be furnished in the form of Demand draft/ Bank Guarantee/Banker's Cheque/Fixed Deposit of any scheduled bank drawn in favor of "INFLIBNET Centre" Payable at Gandhinagar. The performance security deposit should be valid for sixty days beyond the date of completion of all contractual obligations of the service provider under the agreement to be executed by and between INFLIBNET Centre and the service provider. Deductions shall also be made from Contractor's PBG during implementation of the contract that may become due as penalties for violation of rules, terms and conditions, damages, liabilities or for other causes. The performance security will be renewed, if the contract is extended.
- 1.8 Pre Bid Meeting:** Pre Bid Meeting will be held on 4<sup>th</sup> March, 2021 at 11:00 AM at premises of INFLIBNET. Bidder can end their queries to Shri Devang Roy, Office Assistant-II Email: [devang@inflibnet.ac.in](mailto:devang@inflibnet.ac.in) and Shri Shyam Yadav, I/C (Purchase &Store) [shyam@inflibnet.ac.in](mailto:shyam@inflibnet.ac.in)

Only the queries received within the stipulated date prior to the Pre Bid Meeting will be answered.

The contractor is expected to have visited the project site before pre-bid meeting or submitting tender documents so as to have a fair idea of the equipment & type of services required to be provided. The costs incurred by the Bidders in making this offer, in providing clarification or attending discussion, conferences or site visits will not be reimbursed by INFLIBNET.

**1.9 Terms of Payment:**

- 1.9.1 The 100% payment shall be made on successful completion of the work. No advance payment will be made.
- 1.9.2 Format of invoice is as per INFLIBNET (i.e. Tax invoice as per Service Tax/GST rules clearly indicating Tax registration number, Service Classification, GST number of both parties, rate and amount of Tax shown separately). The terms of such invoice(s) is that they shall be payable as per the rates submitted, negotiated and agreed by both. The Bidders should provide their bank details duly signed by authorized signatories.
- 1.9.3 No claim for interest will be entertained by the Centre in respect of any payment/deport which will be held with the Centre due to dispute between the Centre & Contractor or due to Admin delay for the reasons beyond the control of the Centre.
- 1.9.4 The Centre will deduct Income tax at source under Section 194-C of Income Tax Act from the tenderer at the prevailing rates of such sum as income tax on the income comprised therein. All Taxes per applicable rules at time to time will be deducted at applicable rates from all payments made by INFLIBNET Centre. Necessary TDS certificate will be issued by the Centre.
- 1.9.5 During the currency of Contract. No increase in rates will be allowed.

**1.10 Amendment of Bid Document:** At any time prior to the deadline for submission of proposals, INFLIBNET Centre reserves the right to add/modify/delete any portion of this document by issuance of an Corrigendum, which would be published on the website and will also be made available to the all the Bidder who have been issued the tender document. The Corrigendum shall be binding on all bidders and will form part of the bid documents.

**1.12 INFLIBNET Right to reject any of all bids:** The competent Authority of INFLIBNET reserves the right to reject any bid and to annul the bidding process and reject all bids at any time prior to award of Contract without thereby incurring any liability to the affected bidder(s) or any obligation to inform the affected bidder(s) of the grounds for such decision.

**1.13 Resolution of Disputes:** The place of the arbitration shall be Ahmedabad/Gandhinagar, Gujarat. The Arbitration proceeding shall be governed by the Arbitration and Conciliation Act of 1996 as amended.

**1.14 Relaxation of Terms and Conditions:** The Director, INFLIBNET is empowered to relax any term or condition mentioned herein.

**1.15 Bid Evaluation Criteria & Award Criteria:** The contract will be awarded for technically suitable lowest evaluated bidder whose bid has been found to be responsive and who is found eligible and qualified as per the tender document. In case two or more agencies are found to have quoted the same rates. The Competent authority of INFLIBNET shall decide about the bidder to which the offer shall be granted based on the report of the past performance of the firm, and length of experience etc. the decision of the Competent Authority of INFLIBNET shall be final.

Authorized Signatory (Signature In full): \_\_\_\_\_

Name and title of Signatory: \_\_\_\_\_

Stamp of the Company: \_\_\_\_\_

**Eligibility Criteria (Checklist for Technical Bid)**

The INFLIBNET has set up minimum eligibility criteria for the bidding purpose. All bidding parties must meet following criteria before they apply for this bid. The bidding parties meeting the criteria must enclose their supporting document photocopies along with the proposal/bid, failing which their bids will be summarily rejected and will not be considered any further.

Mention Page Numbers

Sr. No.	Pre-qualification criteria	Documents to be provided	Attached(Y/N)	Page No.
01.	The bidder must be a company/ firm registered under the companies Act, of India/State.	I. Certificate of Commencement of business		
02.	They should be registered with Income Tax and Goods and Service Tax.	I. Attested copy of PAN/GIR Card II. Attested copy of GST		
03.	They should have their own Bank Account,			
04.	Bidder's Details Annexure T-II			
05.	Bid form Annexure T-III			
06.	Declaration of Bidder Annexure T-IV			
07.	Declaration of blacklisting/Non Blacklisting - Annexure T-V			
08.	Site Inspection – Annexure T-VI			
09.	Bid security Declaration form – Annexure - VII			

- While evaluating bids, the document required against above eligibility criteria shall be provided as per this tender as Annexures. Firm shall self-certify each page of the tender document in token of its understanding / acceptance by signing it.

Authorized Signatory (Signature In full): \_\_\_\_\_

Name and title of Signatory: \_\_\_\_\_

Stamp of the Company: \_\_\_\_\_

सूचना एवं पुस्तकालय नेटवर्क केन्द्र Information and Library Network Centre  
(TENDER DOCUMENT No. INF/PUR/FIRE/ITEMS/2021-22)

**Annexure T-II**

Bidder's Details

1	Name of the Firm/ Company	
2	Name and Designation of Authorized Signatory	
	Communication Address:	
	Office Phone No: Mobile No:	
	Fax: E-Mail ID:	
	GST registration Number: PAN Number:	
<b>Particular Details of the Bidders Representative'</b>		
3	Name of the Contact Person: Designation: Phone No: Mobile No: E-Mail ID:	

Authorized Signatory (signature in full): \_\_\_\_\_

Name and Title of Signatory: \_\_\_\_\_

Company Rubber Stamp: \_\_\_\_\_

सूचना एवं पुस्तकालय नेटवर्क केन्द्र **Information and Library Network Centre**  
**(TENDER DOCUMENT No. INF/PUR/FIRE/ITEMS/2021-22)**

**Annexure T-III**

**BID FORM**

(Bidders are requested to furnish the Bid Form in the Format given in this section, filling the all details and to be submitted on Letter Head in original)

To  
INFLIBNET CENTRE  
Infocity, Gandhinagar

**Sub: Bid for Supply, Installation, Testing and Commissioning of Fire Fighting equipment's/parts for installed Fire Fighting System at INFLIBNET Centre, Gandhinagar**

Dear Sir,

We the undersigned bidder/(s), having read and examined in details the specifications and other documents of the subject TENDER DOCUMENT No. INF/PUR/FIRE/ITEMS/2021-22 do hereby propose to execute the job as per the requirement/specification as set forth in your Bid documents.

The prices of all items stated in the bid are firm during the entire period of job irrespective of date of completion and not subject to any price adjusted as per in line with the bidding documents. All prices and other terms & conditions of this proposal are valid for a period of 60 (ninety only) days from the date of opening of bid. We further declare that prices stated in our proposal are in accordance with your bidding.

We declare that items shall be executed strictly in accordance with the specifications and documents irrespective of whatever has been stated to the contrary anywhere else in our proposal. Further, we agree that additional conditions, deviations, if any, found in the proposal documents other than those stated in our deviation schedule, save that pertaining to any rebates offered shall not be given effect to.

If this proposal is accepted by you, we agree to provide services and complete the entire work, in accordance with schedule indicated in the proposal. We fully understand that the work completion schedule stipulated in the proposal is the essence of the job, if awarded.

We further agree that if our proposal is accepted, we shall provide a Performance Bank Guarantee of the value equivalent to three percent (03 %) of the Order value as stipulated in Financial Bid.

We agree that INFLIBNET reserves the right to accept in full/part or reject any or all the bids received or split order within successful bidders without any explanation to bidders and his decision on the subject will be final and binding on Bidder.

Dated, this .....day of .....2021

Thanking you, we remain,

Authorized Signatory (Signature In full): \_\_\_\_\_

Name and title of Signatory: \_\_\_\_\_

Stamp of the Company: \_\_\_\_\_

**सूचना एवं पुस्तकालय नेटवर्क केन्द्र Information and Library Network Centre**  
**(TENDER DOCUMENT No. INF/PUR/FIRE/ITEMS/2021-22)**

**Annexure T-IV**

DECLARATION

I, \_\_\_\_\_ Son/Daughter/Wife of \_\_\_\_\_ Resident of \_\_\_\_\_  
\_\_\_\_\_ Proprietor / Director / Authorized Signatory of the Company / Firm, mentioned above, is competent to sign this declaration and execute this tender document;

I/We hereby certify that I/We have read the entire terms and conditions of the tender documents from Page No. \_\_\_\_\_ to \_\_\_\_\_ (including all documents like annexure(s), schedules(s), etc.,) which form part of the contract agreement and I/We shall abide hereby by the terms / conditions / clauses contained therein.

The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I / we are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

The corrigendum(s) issued from time to time by your department/organization too have all been taken into consideration, while submitting this declaration letter.

I/We hereby unconditionally accept the tender conditions of above mentioned tender document(s) in it's totally / entirely.

Authorized Signatory (Signature In full): \_\_\_\_\_

Name and title of Signatory: \_\_\_\_\_

Stamp of the Company: \_\_\_\_\_



सूचना एवं पुस्तकालय नेटवर्क केन्द्र Information and Library Network Centre  
(TENDER DOCUMENT No. INF/PUR/FIRE/ITEMS/2021-22)

**Annexure T-V**

CERTIFICATE

DECLARATION REGARDING BLACKLISTING/NON BLACKLISTING

I /We Proprietor / Partner (s) / Director (s) of M/s .....hereby declare that the firm/ company namely M/S. .... has not been blacklisted or debarred in the past by any organization from taking part in Government tenders.

Or

I / We proprietor / partner (s) / Director (s) of M/S..... hereby declare that the firm/ company namely M/S.....Was blacklisted or debarred by any Government Department from taking part in Government tenders for a period of .....years w.e.f..... The period over on ..... And now the firm/ company is entitled to take part in Government tender. In case the above information found false I / we are fully aware that the tender/ contract will be rejected / cancelled by INFORMATION AND LIBRARY NETWORK CENTRE, GANDHINAGAR shall be forfeited. In addition to the above INFORMATION AND LIBRARY NETWORK CENTRE, GANDHINAGAR. Will not be responsible to pay the bills for any completed/ partially completed work.

Signature: .....

Name: .....

Capacity in which as signed: .....

Name & address of the firm: .....

Seal of the firm should be affixed.

.....

Dated:

Signature of Bidder with seal.

In case of proprietorship firm, certificate will be given by the proprietor, and in case of partnership firm, certificate will be given by all the partners and in case of limited company by all the Directors of the company or company secretary on behalf of all directors.

[On the letterhead of the Bidder]

**CERTIFICATE FOR THE SITE INSPECTION**

I / We (M/s. \_\_\_\_\_) have certified that we have visited the site on \_\_\_\_\_ and assessed the nature and amount of work involved before submitting our offer.

We will be able to complete the works within the stipulated time and also that we will be able to execute the work suit to the site conditions.

Authorized Signatory (Signature In full): \_\_\_\_\_

Name and title of Signatory: \_\_\_\_\_

Stamp of the Company: \_\_\_\_\_

\*NOTE: The bidder must do site inspection before pre bid meeting.

[On the letterhead of the Bidder]

Bid Security Declaration Form

Date: \_\_\_\_\_

Tender No. \_\_\_\_\_

To

Director

INFLIBNET Centre,

Gandhinagar- 382007

I/We, the undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

- a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- b) Having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid securing Declaration shall cease to be valid if I am/we are not the successful Bidder (i) the receipt of your notification of the name of the successful Bidder;

Signed:

In the capacity of:

Name:

Duty authorized to sign the bid for an of behalf of

Dated on \_\_\_\_\_ day of \_\_\_\_\_.

Corporate Seal

**सूचना एवं पुस्तकालय नेटवर्क केन्द्र/ Information and Library Network Centre**  
**TENDER DOCUMENT No. INF/PUR/FIRE/ITEMS/2021-22**

[On the original letterhead of the Bidder]

**Commercial Bid for Supply, Installation, Testing and Commissioning of following Fire Fighting equipment's/parts for installed Fire Fighting System at INFLIBNET Centre, Gandhinagar**

Sr. No.	Description of items	Qty.	Rate	Amount (Rs.)
01.	2.5 sqmm 3 core flexible cable with conduit (for ON OFF push button)	1100 Mtr.		
02.	ON-OFF push button	58 Nos.		
03.	Branch pipe SS	27 Nos.		
04.	Panel upgradation and commission for auto system of fire hydrant (Which will include supply of pressure switch manual switch cables etc )	01 No.		
<b>Total Amount :</b>				
<b>GST ___%</b>				
<b>Total Amount with GST</b>				
Rates in words: _____				

\*The quantity for Sr. No. 01 may vary depending upon actual usage.

Authorized Signatory (Signature In full): \_\_\_\_\_

Name and title of Signatory: \_\_\_\_\_

Stamp of the Company: \_\_\_\_\_