



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

**Unified Academic Campus, Block - EN,
Sector - V, Kolkata 700091**

*(An autonomous Institute under Department of Science and Technology,
Ministry of Science & Technology, Govt. of India)*

BIDDING DOCUMENTS

For Tender Notice No.

BI-K/E-TEND/03/2022-23

To be addressed to:

Registrar (Officiating)

bipurchase@jcbose.ac.in / registrar_office@jcbose.ac.in



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : BI-K/E-TEND/03/2022-23

INVITATION TO BIDS

Bose Institute, Kolkata, West Bengal invites **online** tender for works detailed in the enclosed schedule, subject to the following terms and conditions as integral parts of the contract for the tender.

| S.N. | Name of the item | EMD |
|------|---|-------------------|
| 1 | Redecorating / Refurnishing the committee room (i) adjacent to Director room and Director seating room (ii) Meeting room of Registrar & (iii) Meeting room of Scheme Cell & Purchase Cell at Unified Academic Campus, Bose Institute. | Rs. 3,00,000/- |
| 2 | Estimated Cost put to Bid: | Rs. 1,49,00,000/- |
| 3 | Period of Completion: | 06 Months |
| 4 | Bid validity : | 90 days |

Details of specifications are enclosed in Annexure – I

| Sl. No. | Particulars | Date & Time |
|---------|--|---------------------------|
| 1. | Date of uploading of NIT & other documents (Online) (Publishing date) | 13-5-2022 at 17:30 hrs. |
| 2. | Documents download start date (Online) | 13-5-2022 at 18:00 hrs. |
| 3. | Clarification Start date Queries to be sent to the mail id bipurchase@jcbose.ac.in) | 13-5-2022 from 18:30 hrs. |
| 4. | Clarification End date | 20-5-2022 at 17:00 hrs. |
| 5. | Prebid Conference | 23-5-2022 at 12:00 noon |
| 6. | Amendment (if any) (On line) | 27-5-2022 at 18:00 hrs. |
| 7. | Bid submission start date (On line) | 30-5-2022 from 11:00 hrs |
| 8. | Documents download end date (Online) | 08-6-2022 at 18:00 hrs. |
| 9. | Bid Submission closing (On line) | 08-6-2022 at 18:00 hrs. |
| 10. | Last Date of submission of Earnest Money Deposit Including the technical brochure, if any (Off line) | 09-6-2022 upto 17:00 hrs. |
| 11. | Bid opening date for Technical Proposals (Online) | 10-6-2022 at 13:00 hrs. |
| 12. | Date of uploading list for Technically Qualified Bidder (online) | To be notified later |
| 13. | Date for opening of Financial Proposal (Online) | To be notified later |



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : BI-K/E-TEND/03/2022-23

SECTION – A INSTRUCTION TO BIDDERS

General guidance for e-Tendering: Instructions / Guidelines for electronic submission of the tenders have been annexed for assisting the vendors to participate in e-Tendering.

| | |
|---|---|
| A | Registration of Vendors : Any vendor willing to take part in the process of e-Tendering will have to enroll and get registered in the Central Public Procurement (CPP) Portal, NIC, GOI through logging on to http://eprocure.gov.in/eprocure/app and the vendor is to click on the link for e-Tendering site as given on the above. |
| B | Digital Signature certificate (DSC): Each vendor is required to obtain a Class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders as applicable from the approved service provider of the National Informatics Centre (NIC) on payment of requisite amount. Details are available at the Web Site stated in Clause A.1. above. DSC is given as a USB e-Token. |
| C | Submission of Tenders: Tenders are to be submitted through online as stated in Clause A.1. in two folders at a time for each bid, one in Technical Proposal & the other is Financial Proposal before the prescribed date & time using the Digital Signature Certificate (DSC). The uploaded documents are to be virus scanned and duly Digitally Signed. The documents will get encrypted (transformed into non readable formats). |

Tenders are invited through E-Tendering system. .

(Note: Throughout these bidding documents, the terms 'bid' and 'tender' and their derivatives are synonymous)

The Bose Institute may extend the deadline for submission of Tenders by issuing an amendment in writing in which case all rights and obligations of the Bose Institute and the Tenderer previously subject to the original deadline will be subject to new deadline.



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : BI-K/E-TEND/03/2022-23

QUALIFICATION CRITERIA TO BE SATISFIED

The Qualification Criteria to be satisfied are given at Annexure I & II enclosed.

In this tender Joint Venture participation by bidders is **not allowed**.

The documents to be furnished by the Bidder to prove that they are satisfying the qualification Criteria laid down should all be in the Bidder's name, except in cases where through the name has changed, the owners continued to remain the same and in cases of amalgamation of entities.

ANNEXURE I- CONTENTS OF TENDER DOCUMENT

Each set of Tender or Bidding Document will comprise the documents listed below and addenda issued if any.

A. Technical Proposal: The Technical proposal should contain scanned and signed copies of the following in two covers as **PQ criteria** as well as their offered technical details

a) Statutory Cover containing the following documents:

- (i) NIT (upload the published NIT).
- (ii) PQC Proforma Check List.
- (iii) Bidders' Information Form
- (iv) Declaration By Bidder.
- (v) Bidders Performance Statement Form.
- (vi) Undertaking For Black Listing.
- (vii) Integrity Pact (to be submitted along with the bid with the authorised signature of both the buyer and the bidder, without submission of signed integrity pact from both side which the bid will be rejected).
- (viii) TENDER SPECIFIC OEM CERTIFICATION. (For AV Items except for Cables, Mount, Switch, Access points, IPAD, Docking Station and for Furniture).
- (ix) Un-priced BOM with make and Model.
- (x) Technical Data Sheet. A comparative statement of technical specifications in compare with the published specification to be signed by the OEM has to be submitted. If, is there any deviation it should be clearly mentioned. Bose Institute has reserve the right to accept the specification deviation if found that it will serve the requirement.
- (xi) Bank mandate Form.



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : BI-K/E-TEND/03/2022-23

b) Non-statutory Cover containing the following documents :

- 1) PAN
- 2) Proof Of Local office.
- 3) GST Registration Certificate.
- 4) Last three years audited balance sheet ending on March 31, 2021.
- 5) Experience of Similar Kind of Job For last seven years, experience certificates & Completion report issued by the user Institute / organization should be enclosed.
- 6) Average annual turnover of Rs 1.5 crore during the last 3 Financial Years ending 31 March 2021. The bidder shall provide the Audited Annual Accounts (Financial year 2018-19, 2019-20 and 2020-21) and ITR copies for the last 3 Assessment Years (2019-20, 2020-21 and 2021-22).
- 7) Copy of Trade License
- 8) Company Registration Document (Certificate Of Incorporation/Partnership Deed).
- 9) Professional Tax certificates with updated challan
- 10) Power Of Attorney

B. Financial Proposal:

- a. The financial bid should contain the Bill of Quantities(BOQ).

c) Bid Security: EMD of value Rs. 300000/- to be submitted in any one of following form. Banker's Cheque/Pay Order / Demand Draft / Bank Guarantee from any of the commercial banks. In case of non-submission of EMD, bid will not be considered and rejected. Instrument to be prepared in the name of BOSE INSTITUTE payable at Kolkata

d) EMD Exemption :

Firms registered as a Small Scale Industry/MSME/NSIC/C&SSI Department, West Bengal may, however, be exempted from depositing Earnest Money on production of satisfactory documents in support of their claim.

INSTRUCTIONS ON ACCESSING/PURCHASING OF BID DOCUMENTS AND SUBMISSION THEREOF

To participate in the E-Bid submission for Bose Institute , it is mandatory for the bidders to get their firms registered with E-Procurement Portal.

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : BI-K/E-TEND/03/2022-23

1. REGISTRATION

- a) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal by clicking on the link “**Online Bidder Enrolment**” on the CPP Portal which is free of charge.
- b) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- c) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- d) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India with their profile.
- e) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.
- f) Bidder can log in to the site through the secured log-in by entering their user ID/Password and the password of the DSC/e-Token.

2. SEARCHING FOR TENDER DOCUMENTS

- a) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- b) Once the bidders have selected the tenders they are interested in, they may download the required documents/tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS/E-mail in case there is any corrigendum issued to the tender document.
- c) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification/help from the Help desk.



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : *BI-K/E-TEND/03/2022-23*

3. PREPARATION OF BIDS

- a) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- b) Bidder is advised to go through the tender advertisement/NIT and the tender document carefully to understand the documents required to be submitted as part of the bid. Bidder may please note the number of covers in which the bid documents have to be submitted, the number of documents – including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- c) Bidder, in advance, should get ready the bid document to be submitted as indicated in the tender document/schedule and generally, they can be in PDF/XLS/RAR/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- d) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN Card copy, Annual Reports, Auditor Certificates etc.) has been provided to the bidders. Bidders can use “My Space” or “Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

4. SUBMISSION OF BIDS

- a. Bid can be submitted only during validity of registration of bidder with CPPP E-Procurement Portal.
- b. Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- c. The Bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- d. Bidder has to select the payment option as “offline” to pay the EMD as applicable and enter details of the instruments.



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : *BI-K/E-TEND/03/2022-23*

- e. Bidder should prepare the financial instruments of the Cost of Tender Documents and EMD as per the instructions specified hereinafter. The original should be posted/couriered/given in person to the concerned official, so as to reach him within a week from the date of opening. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. If the date of issue of DD/any other accepted instrument, physically sent, is on or before the bid submission end date, the same shall also be accepted even if the details are different from the scanned copy uploaded along with the bid. Otherwise the uploaded bid will be rejected.
- f. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender documents, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the Sky Blue coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.
- g. The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- h. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 Bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys.
- i. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- j. Upon the successful and timely submission of bids (i.e. after clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid ID to the bid. A bid summary will be displayed with the bid ID and the date & time of submission of the bid with all other relevant details.
- k. The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. The acknowledgement may be used as an entry pass for any bid opening meetings.



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : BI-K/E-TEND/03/2022-23

5. ASSISTANCE TO BIDDERS

- g) It is mandatory for all bidders to have Class-III Digital Signature Certificate (DSC) in the name of the person along with name of Company who will digitally sign the bid from any of licensed Certifying Agency (CA). Bidders can see the list of licensed CAs Bidder shall ensure use of registered Digital Signature Certificate (DSC) only and safety of the same.
- h) In case the Digital Signature Certificate (DSC) holder who is digitally signing the bid and the person having Authority to Sign as per Clause 11 are different, even then all the terms and conditions of the tender document will be binding upon the bidder.

6. CLARIFICATIONS ON TENDER DOCUMENTS

A prospective Tenderer requiring any clarification on the Tender Document may notify through queries, on line only within the specified period (refer clause 1.6-Critical Date Sheet hereinbefore)

Request for clarifications including request for Extension of Time for submission of Bid, if any, must be received not later than 10 (ten) days prior to the deadline for submission of tenders. Details of such queries raised and clarifications furnished will be uploaded in CPP website without identifying the names of the bidders who had raised the queries. Any modification of the Tender Document arising out of such clarifications will also be uploaded on CPP website.

7. AMENDMENT OF TENDERDOCUMENT

Till 7 days prior to the deadline for submission of tenders, the Tender Document may be modified by BOSE INSTITUTE Ltd. by issue of addenda/corrigendum.

Addendum/Corrigendum, if any, will be hosted on website and shall become a part of the tender document. All tenderers are advised to see the website for addendum/corrigendum to the tender document which may be uploaded up to 7 days prior to the deadline for submission of tender as finally stipulated.

To give prospective tenderers reasonable time in which to take the addenda/corrigenda into account in preparing their tenders, extension of the deadline for submission of tenders may be given till one day before bid submission end date and time as considered necessary by BOSE INSTITUTE. All tenderers are advised to see the website for extension of deadline for submission of tenders.

Tenderer who has downloaded the tender from Central Public Procurement Portal (CPPP) website shall not tamper/modify the tender form including downloaded Price Bid Template in any manner. In case if the same is found to be tampered/modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be banned from doing business with BOSE INSTITUTE.



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : BI-K/E-TEND/03/2022-23

8. PREPARATION AND SUBMISSION OF BIDS

- (a) Part-1 and Part-2 of tender document may be downloaded from CPPP and well before the deadline for submission of bids. The bids (Part-2 only) along with the information and documents specified in hereinafter, shall be submitted online following the instructions appearing on the screen. **Documents specified in Annexure I (Technical Proposal- Statutory Cover and No Statutory Cover) & Annexure II , separately with Financial Bid.**
- (b) After downloading/getting the tender document/schedules from <https://etenders.gov.in/e procure/app> the Bidder should go through them carefully and then submit the documents as asked, otherwise bid will be rejected. It is construed that the bidder has read all the terms and conditions before submitting their offer. Bidders are advised that prior to bid submission they should read the bid submission manual available on CPP Portal <https://etenders.gov.in/e procure/app?page=BiddersManualKit&service=pageweb site>
- (c) Bidders may ensure that all the pages of the documents mentioned in Annexure-I and II must be signed & stamped by authorised signatory and serially numbered. In case, it is found that bidder has not complied with the same, the documents shall be deemed to be signed and stamped as this is a digitally signed e-tender.
- (d) The bids shall be submitted online following the instructions appearing on the screen. Bidders may insert their e-Token/Smart Card in their computer and Log onto CPP portal using the User-Id and Password chosen during registration. Then they may enter the password of the e-Token/Smart Card to access the DSC.
- (e) Prior to bid submission, bidder should get ready with the documents to be uploaded as part of the bid as indicated in the tender document/schedule. Generally, they can be in Excel/PDF/RAR/JPG formats. No other format is accepted. If there is more than one PDF document, then they can be clubbed together in a Zip file for uploading. There is no limit for uploading file. Bids shall be submitted online only at CPP website
- Tenderer/Contractor are advised to follow the instructions provided in the 'Instructions to the Contractors/Tenderer for the e-submission of the bids online through the Central Public Procurement Portal for e procurement.

Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

Intending tenderers are advised to visit CPPP website till the closing date of submission of tender to check if there is any extension of deadline of submission of tender.



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : *BI-K/E-TEND/03/2022-23*

(f) Earnest Money Deposit (EMD)

During bid submission the bidder has to select the payment option as offline to pay the EMD and enter details of the instruments. In case of exemption from payment of EMD as a matter of Govt. Policy, the scanned copy of document in support of exemption will have to be uploaded by the bidder during bid submission. In case the bidder is registered as a vendor under the category of Micro, Small and Medium Enterprises (MSME), he must state his Udyog Aadhar Memorandum (UAM) number as registered on CPPP. The onus of proving that the bidder is exempted from payment of EMD lies on the bidder. In this connection, it should be noted that mere opening of bid does not mean that the bid has to be considered by Bose Institute as a valid bid. If later, it is discovered from the uploaded documents that bidder is not exempted from payment of EMD, his bid shall be treated as non-responsive.

Earnest Money Deposit (EMD) – The bids shall be accompanied by total Earnest Money Deposit (EMD) of Rs 3,00,000/- (Rupees:- Three lakhs) only in the form Banker's Cheque/Pay Order / Demand Draft/ Bank Guarantee from any of the commercial banks.

- (g) The bid should be submitted online in the prescribed format. No other mode of submission is accepted.
- (h) Bid shall be digitally signed by a representative of the bidder and submitted "on-line". No hard copy of the documents (except those specifically asked for in the tender document) are required to be submitted.
- (i) The bidders will have to accept unconditionally the online user portal agreement which contains the Terms and Conditions of NIT including General and Special Terms & Conditions and other conditions, if any, along with on-line undertaking in support of the authenticity regarding the facts, figures, information and documents furnished by the bidder on-line in order to become an eligible bidder.
- (j) The bidder has to digitally sign and upload the required bid documents one by one as indicated. Bidders to note that the very act of using DSC for downloading the bids and uploading their offers shall be deemed to be a confirmation that they have read all sections and pages of the tender/bid document including terms and conditions without any exception and have understood the entire document and are clear about tender requirements which will be binding upon the bidder.
- (k) The bidders are requested to submit the bids through online e-tendering system before the deadline for submission of bids (as per Server System Clock displayed on the portal). Bose Institute will not be held responsible for any sort of delay or the difficulties faced during online submission of bids by the bidders at the eleventh hour.



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : *BI-K/E-TEND/03/2022-23*

- (l) The bidder may seek clarification online only within the specified period. The identity of bidder will not be disclosed by the system. Bose Institute. will clarify the relevant queries of bidders as far as possible. The clarifications given will be visible to all the bidders intending to participate in that tender. The clarifications may be asked from the day of “Pre Bid Query Receipt Start Date and Time” till “Pre Bid Query Receipt End Date and Time”.

9. TENDER VALIDITY

The Tender shall be valid for a period of **90 days** from the due date for submission of Tender or any extended date as indicated in sub para below.

In exceptional circumstances, during the process of evaluation of tenders and prior to the expiry of the original time limit for Tender Validity, Bose Institute may request that the Tenderers may extend the period of validity unconditionally for a specified additional period. The request and the tenderer’s response shall be made in writing/ e-mail. A Tenderer may refuse the request without forfeiting his Earnest Money. A Tenderer agreeing to the request will not be permitted to modify his Bid but will be required to extend the validity of the Earnest Money for the period of the extension.

EARNESTMONEY

The Tender should be accompanied by earnest money of Rs 3,00,000/- (Rupees:- Three lakhs) in any one of the following forms:

Banker’s Cheque/Pay Order / Demand Draft issued by any Scheduled Commercial Bank drawn in favour of BOSE INSTITUTE and payable at Kolkata.

Any Tender not accompanied by scanned copies of the instruments for payment of Earnest Money in an acceptable form (or, if applicable, the scanned copy of documents in support of exemption) shall be rejected by Bose Institute as non-responsive.

10. REFUND OF EARNEST MONEY

The Earnest Money of the Tenderers whose Technical Bid is found not acceptable will be returned without interest soon after scrutiny of Technical Bid has been completed by Bose Institute. The Earnest Money of the Tenderers whose Technical Bid is found acceptable but who are neither the lowest nor the second lowest will be returned without interest within 07 days of opening of Financial Bid. The Earnest Money of the remaining unsuccessful bidders will be released within seven days of the Accepting Authority’s decision on acceptance. The bidder shall submit RTGS/NEFT Mandate Form as per Performa given in Annexure J, dully filled in.



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : *BI-K/E-TEND/03/2022-23*

The Earnest Money is liable to be forfeited

- (a) if after bid opening, but before expiry of bid validity or issue of Letter of Acceptance, whichever is earlier, any Tenderer
 - i. withdraws his tender; or
 - ii. makes any modification in the terms and conditions of the tender which are not acceptable to Bose Institute.
- (b) in case any information/document which may result in the tenderer's disqualification is concealed by the Tenderer or any statement/information/document furnished by the Tenderer or issued by a Bank/Agency/Third Party and submitted by the tenderer, is subsequently found to be false or fraudulent or repudiated by the said Bank/Agency/Third Party.
- (c) in the case of a successful Tenderer, if the Tenderer
 - fails to furnish the Performance Guarantee within the period specified in NIT" or
 - fails to commence the work without valid reasons within the period as specified in Schedule F after the date of issue of Letter of Acceptance or from the first date of handing over of the site, whichever is later.In case of forfeiture of Earnest Money as prescribed here in above, the Tenderer shall not be allowed to participate in the retendering process of the work.

11. **MODIFICATION/ SUBSTITUTION/ WITHDRAWL OF BIDS**

The Tenderers shall submit offers which comply strictly with the requirements of the Tender Document as amended from time to time as indicated in NIT above. Alternatives or any modifications by the tenderer shall render the Tender invalid.

The bidder can modify, substitute, re-submit or withdraw its E-bid after submission but prior to the deadline for submission of bids. No Bid shall be modified, substituted or withdrawn by the bidder on or after the deadline for submission of bids. Withdrawal of bid after the deadline for submission of bids would result in the forfeiture of EMD.

Any modification in the Bid or additional information supplied subsequently to the deadline for submission of bids, unless the same has been explicitly sought for by BOSE INSTITUTE, shall be disregarded.

For modification of E-bid (Technical Bid), bidder has to detach its old bid from CPP portal and upload / re-submit digitally signed modified bid.

For withdrawal of bid, bidder has to click on withdrawal icon at CPP portal and can withdraw its E-bid.

After the bid submission on the portal, an acknowledgement number will be generated by the system which should be printed by the bidder and kept as a record of evidence for online submission of bid for the particular tender and will also act as an entry pass to participate in the bid opening.



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : *BI-K/E-TEND/03/2022-23*

The time settings fixed in the server side & displayed at the top of the tender site, will be valid for bid submission, in the e-tender system. The bidders should follow this time during bid submission.

All the data being entered by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered will not be viewable by unauthorized persons during bid submission & will not be viewable by any one until the date & time specified for bid opening.

The bidder should logout of the tendering system using the normal logout option available in the portal and not by selecting the(X) exit option in the browser.

12. INTEGRITY PACT

- (i) The Bidder/Contractor is required to enter into an Integrity Pact with Bose Institute, in the Format at Annexure VI. The Integrity Pact enclosed as Annexure VI will be signed by BOSE INSTITUTE for and on behalf of Bose Institute as its Agent/Power of Attorney Holder at the time of execution of Agreement with the successful Bidder. While submitting the Bid, the Integrity Pact shall be signed by the duly authorized signatory of the Bidder. In case of failure to submit the Integrity Pact duly signed and witnessed, along with the Bid, the Bid is likely to be rejected.

13. TENDER OPENING, EVALUATION AND CLARIFICATIONS

Bose Institute will open all the Tenders received, in the presence of the Tenderers or their representatives who choose to remain present in the Unified Academic Campus, EN-80, Salt Lake Sector-V, BOSE INSTITUTE, Kolkata-700091. In the event of the specified date of the opening being declared a holiday by Bose Institute, the Tenders will be opened at the appointed time and location on the next working day.

Opening of bids will be done through online process. BOSE INSTITUTE reserves the right to postpone or cancel a scheduled bid opening at any time prior to its opening. Information of the same will be displayed at CPP portal.

Bid opening committee will open the bids online in the presence of bidders or their authorized representatives who choose to attend on opening date and time. Also, the bidders can participate online during the bid opening process from their remote end through their dashboard. The bidder's representatives, who are present, shall sign in an attendance register. At the time of technical bid opening, each



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : BI-K/E-TEND/03/2022-23

bidder will be able to view on-line through CPPP, the technical bids of the bidders who have participated in the tender and whose bids have been opened.

Bids will be opened as per date/time as mentioned in the Tender Critical Date Sheet unless the same is extended. On completion of Technical Bid Opening, each bidder will be able to view the technical bid documents of the bidders whose bids have been opened. Similarly, on the completion of Financial Bid Opening each bidder will be able to view the Financial as well as technical bid documents of the bidders whose bids have been opened.

BOSE INSTITUTE shall subsequently examine and evaluate the bids in accordance with the provision set out in the tender document.

The results of technical and financial qualification of bidders will be available on the CPP Portal and intimated to the bidder through system generated email or SMS.

It will be the bidder's responsibility to check the status of their Bid on-line regularly after the opening of bid till award of work.

The bids will be evaluated for qualifying criteria as mentioned in Clause 2 herein before. BOSE INSTITUTE shall not be responsible for any postal delay in receipt of all original documents including the EMD. In case of non-receipt of these documents in original within the specified period, the bid will be treated as non-responsive.

Request for clarification/deficient documents from the bidder can be asked for either through the system or through E-mail. A system generated SMS alert will be sent to the bidder when clarifications/deficient documents are called through the system. In such a case, no separate communication will be sent in this regard. Non-receipt of email and/or SMS will not be accepted as a reason of non-submission of deficient documents or confirmatory documents within prescribed time. The date and time of submission of deficient documents cannot be extended.



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : *BI-K/E-TEND/03/2022-23*

- (i) The Bose Institute will scrutinize the Technical Bids accepted for evaluation to determine whether each Tenderer has submitted 'Authority to sign' (POA) above and Integrity Pact (where applicable) duly signed and witnessed in NIT above;
 - (ii) meets the Qualification Criteria stipulated in NIT as per Technical Packet.
- (b) If required, Bose Institute may ask any such Tenderer for clarifications on his Technical Bid through CPPP or through E-mail. The tenderer shall furnish the same online only in case clarifications are sought through CPPP and through E-mail if clarifications are sought through E-mail. If a Tenderer does not submit the clarification/document requested, by the specified time, the bid of such Tenderer is likely to be rejected. (Financial Bid) of Tenderers whose Technical Bids are not found acceptable will not be opened. Such tenderers will be informed about non-acceptance of their Technical Bid through system generated SMS/E- mail. The tenderers whose Technical Bids are found acceptable will be advised accordingly and will also be intimated through e-mail the time and date and place where and when (Financial Bid) will be opened.
- (c) At the appointed place, time and date, in the presence of the Tenderers or their representatives who choose to be present, the Bose Institute will open the online (Financial Bid).

Mere Opening of Bid to be No Guarantee of its Validity

It may be noted that mere opening of a bid does not mean that the bid has to be considered by BOSE INSTITUTE as a valid bid. All bids will be evaluated to decide whether the bids are responsive or non-responsive.

14. INSPECTION OF SITE BY THE TENDERERS

Tenderers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their Tenders. The form and nature of the site, the means of access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their Tender. A Tenderer shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed. The Tenderer shall be responsible for arranging and maintaining at his own cost all materials, tools & plants, access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents. Submission of a tender by a Tenderer implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions and rates at which stores, tools and plant etc. will be issued to him by Bose Institute and local conditions and other factors having a bearing on the execution of the work. The bidders may contact with the Engineers of Bose Institute regarding inspection of site.



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : BI-K/E-TEND/03/2022-23

15. BOSE INSTITUTE'S RIGHT ON ACCEPTANCE OF ANY TENDER

- (i) If required, the Bose Institute may ask any Tenderer the breakup of unit rates quoted. If the Tenderer does not submit the clarification by the date and time set in Bose Institute request for clarification, such Tender is likely to be rejected.
- (ii) Bose Institute does not bind himself to accept the lowest or any other Tender and reserves to himself the authority to reject any or all the Tenders received without the assignment of any reason. All Tenders in which any of the prescribed conditions is not fulfilled or any condition is put forth by the Tenderer shall be summarily rejected.

16. CANVASSING PROHIBITED

Canvassing whether directly or indirectly, in connection with tenders is strictly prohibited and the tenders submitted by the Contractors who resort to canvassing will be liable to rejection.

17. BOSE INSTITUTE RIGHT TO ACCEPT WHOLE OR PART OF THE TENDER

Bose Institute reserves to himself the right of accepting the whole or any part of the tender and the Tenderer shall be bound to perform the same at the rates quoted.

18. MISCELLANEOUS RULES AND DIRECTIONS

The Tenderer shall not be permitted to tender for works if his near relative is working in Bose Institute. He shall also intimate the names of persons who are working with him in any capacity or are subsequently employed by him and who are near relatives to any Officer. Any breach of this condition by the Tenderer would render his Tender to be rejected.

No Officer of Bose Institute is allowed to work as a contractor for a period of one year after his retirement from Bose Institute service without the previous permission of Bose Institute in writing. The contract is liable to be cancelled if either the Contractor or any of his employees is found any time to be such a person who had not obtained the permission of Bose Institute as aforesaid before submission of the tender or engagement in the Contractor's service.

If required by Bose Institute, the Tenderers shall sign a declaration under the officials Secret Act 1923, for maintaining secrecy of the tender documents drawings or other records connected with the work given to them.

In the case of unit rate of any item/items appears unrealistic, such tender will be considered as unbalanced and in case the Tenderer is unable to provide satisfactory explanation, such a tender is liable to be disqualified and rejected.

Price/rates quoted by the contractor in respect of the contract shall be after considering all input credits and inclusive of all taxes and cess etc. other than GST on Contract Price. The GST leviable on Contract Price shall be paid in addition to the Contract Price as mentioned below. GST on the work to be executed will be as per applicable rule.



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : *BI-K/E-TEND/03/2022-23*

In the bill for the works done, the contractor shall charge GST separately. It is the responsibility of the contractor to pay GST to the Government concerned and file statutory return within due date prescribed under the respective Act. For BOSE INSTITUTE to get input credit, it is necessary that the amount get reflected in the return. In case the next Running Account Bill (RA Bills) is submitted before due date of filing of return, documentary evidence is to be submitted by the contractor/agency in the subsequent running account bill. The procedure for payment of bills shall be as under:

- i. The contractor may be asked to charge GST separately in his bills.
- ii. The GST amount so claimed shall be paid along with payment of running account bill.
- iii. The contractor has to furnish the documentary evidence of the deposit of the GST or a copy of the return in case of adjustment of available input credit, whichever is earlier, before processing of subsequent RA bills. Else, Bose Institute shall withhold the GST amount so paid in the previous bill(s), in the subsequent/next RA bill(s).
- iv. Amount to be withheld shall relate only to the extent of GST not deposited or adjusted within due date of filing of return.

In case of final bill, GST amount so deposited shall be reimbursed by Bose Institute only after the contractor furnishes the documentary evidence of actual deposit of GST to the credit of Government and is reflected against the GSTIN of the Bose Institute.

Regarding payment of GST to the contractor, the decision of Engineer Bose Institute shall be binding on the contractor.

Each Bidder shall submit only one Bid either as an individual or as a Proprietor in a Proprietary firm or as a Partner in a Partnership firm or as a Director of a Limited Company/Corporation. Any Bidder who has submitted a Bid for a work, shall not be a witness for any other Bidder for the same work. Failure to observe the above stipulations would render all such Tenders submitted as a Bidder and/or as a witness, liable to summary rejection.

The Contractor shall be fully responsible for all matters arising out of the Performance of the Contract and shall, at his own expense, comply with all laws/acts/enactments/orders/regulations/obligations whatsoever of the Government of India, State Government, Local Body and any Statutory Authority.

In case the bidder does not quote his rate for any item(s) in Tender containing one or more Item Wise Schedules, it will be presumed that the bidder has included the cost of that/those item(s) in the rates of other items. The rate for such item(s) shall be considered as Zero and the tender will be evaluated by Bose Institute accordingly. In case of credit items/recovery items/deduction items for which the bidder has to pay the amount to BOSE INSTITUTE, the rate quoted by the bidder shall be taken as negative (bidder is allowed to make positive entry only) and the negative amount so calculated shall be considered to work out the total bid amount.



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : BI-K/E-TEND/03/2022-23

19. SIGNING OF CONTRACT AGREEMENT

The Tenderer whose tender has been accepted will be notified of the award by Bose Institute by issue of a 'Letter of Acceptance' prior to expiration of the Bid Validity period.

The Letter of Acceptance will be sent to the Contractor in two copies one of which he should return promptly, duly signed and stamped. The Letter of Acceptance will be a binding Contract between the Bose Institute and the Contractor till the formal Contract Agreement as per is executed.

Within the period as specified in NIT, from the date of issue of Letter of Acceptance, the successful Tenderer shall deliver to the Bose Institute , Performance Guarantee.

The Tenderer whose Tender is accepted shall be required to submit at his cost stamp papers of appropriate value within 15 days of the date of issue of Letter of Acceptance for signing of agreement.

At the same time the Bose Institute notifies the successful Tenderer that his Tender has been accepted, the Bose Institute will direct him to attend the Bose Institute 's office within 15 days of issue of Letter of Acceptance for signing the Agreement. The Agreement will however be signed only after the Contractor furnishes Performance Guarantee.

20. PRE-QUALIFICATION PERFORMA

The bidder shall fill the pre-qualification Performa at Annexure A. The bid will be evaluated only considering those details and corresponding documents as mentioned in Annexure A and no other details/certificate/document will be taken in to consideration while evaluating the bid to decide whether the bidder is qualified or not. For similar work experience the details of only those works mentioned in Annexure E may be given in Performa mentioned to Annexure-A.

ANNEXURE – II- QUALIFYING CRITERIA FOR WORKS CONTRACTS

1. ANNUAL FINANCIAL TURNOVER

The bidder should have achieved a minimum annual financial turnover of Rs 1,5 Cr in any one of the last 3 Financial Years.

Notes:

a) The financial turnover will be taken as given under the head "Income" in audited Profit and Loss Account and excluding non-recurring income, income from other sources and stock. It is clarified that the Financial Turnover means relevant revenue as recorded in the Income side of Profit and Loss Account .It does not mean Profit.

b) Closing stocks in whatsoever manner should not form part of turnover.

c) Weight age of 7% (compounded annually) shall be given for equating the financial turnover of the previous years to the current year.



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : BI-K/E-TEND/03/2022-23

- d) The Bidder should furnish Annual Financial Turnover for each of the last 3 Financial Years in tabular form and give reference of the document (with page no.) relied upon in support of meeting the Qualification Criterion.
- e) The Bidder should submit self-attested copy of Auditor's Report along with Balance Sheet and Profit and Loss Statement along with Schedules for the relevant Financial Year in which the minimum criterion is met. Provisional Audit Reports or certified statements will not be accepted.
- f) JV is not permitted.

2. WORK EXPERIENCE

a) Similar Works Experience

(i) For works in Normal Areas (other than Difficult Areas)

The Bidder should have satisfactorily completed in his own name at least one similar work of minimum value of Rs 1,19,20,000/- OR at least two similar works each of minimum value of Rs 89,40,000/- OR at least three similar works each of minimum value of Rs 59,60,000/- during the last 7 (Seven) years prior to the last stipulated date for submission of the Bid. Works completed prior to the cut-off date shall not be considered.

Notes:

- I. A weight age of 7% (compounded annually from the date of completion of the work to the submission of the Bid) shall be given for equating the value of works of the previous years to the current year.
- II. Only such works shall be considered where physical completion of entire work is over or commissioning of work has been done, whichever is earlier.
- III. The Bidder should submit the details of such similar completed works as per the format enclosed.
- IV. Works carried out by another Contractor on behalf of the Bidder on a back to back basis will not be considered for satisfaction of the Qualification Criterion by the Bidder.



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : BI-K/E-TEND/03/2022-23

- V. Credential certificates issued by Government Organizations/Semi Government Organizations of Central or State Government; or by Public Sector Undertakings/ Autonomous Bodies of Central/State Government or their subsidiaries/by Public Ltd. Companies listed in Stock exchange in India or subsidiaries of such companies shall only be accepted for assessing the eligibility of a Tenderer. In case of PPP projects, if the bidder has executed a work for a concessionaire who is one of the aforesaid organizations, then the certificate issued by such concessionaire or by the public authority concerned ,will also be acceptable..

3. PROFITABILITY

The Bidder should be a profit (net) making firm and should have made profit during any two of the past 3 Financial Years immediately preceding the deadline for submission of bids. If the audited Balance Sheet for the immediately preceding year is not available in case of tenders opened before 30th September, Audited Balance Sheets of the three financial Years immediately preceding the previous Financial Year shall be considered.

The Bidder should furnish figures of net profit of last 3 years in a tabular form and submit attested copies of Auditor's Reports along with audited Balance Sheets and Profit and Loss Statements for the last three Financial Years. Specific reference with page no. of document which proves satisfaction of this Qualifying Criterion should be indicated in the tabular statement.

4. NET WORTH

The Bidder should have positive Net Worth of at least 15% of the estimated cost i.e.

Rs 22, 35,000/-

Notes:

- a) Net Worth shall be computed from the bidder's audited balance sheet of the last financial year ending on a date not prior to 18 months from the due date of submission of the tender (or, if the date is extended, such extended date of submission)

5. POINTS TO NOTE ON SATISFACTION OF QUALIFYING CRITERIA IN CASE OF BOTH LARGE AND NORMAL WORKS

- a) Sub-Contractor's Experiences and Resources

Sub-Contractors' Experiences and Resources will not be taken into account in determining the Bidder's compliance with the qualifying criteria.

- b) Experiences and Resources of the Parent Company and other subsidiary companies



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : BI-K/E-TEND/03/2022-23

If the Bidder is a wholly owned subsidiary of a company, the experience and resources of the owner/parent company or its other subsidiaries will not be taken into account. However, if the Bidder is a Company, the Experience and Resources of its subsidiaries will be taken into consideration.

6. DISQUALIFICATION ON CERTAIN GROUNDS

Even though the Bidders may meet the above qualifying criteria, they are subject to be disqualified if they have

- a) Concealed any information/document which may result in the Bidder's disqualification or if any statement/information/document furnished by the Bidder or issued by a Bank/Agency/Third party and submitted by the Bidder, is subsequently found to be false or fraudulent or repudiated by the said Bank/Agency/Third Party. In such a case, besides Bidder's liability to action, the Bidder is liable to face the penalty of banning of business dealings with him by BOSE INSTITUTE.
- b) Records of any contract awarded to them, having been determined during the past three years prior to the dead line for submission of bids.
- c) Been declared as Poor Performer by BOSE INSTITUTE and their name is currently in the 'Negative List' of BOSE INSTITUTE.
- d) Their business banned or suspended by any Central/State Government Department/ Public Undertaking or Enterprise of Central/State Government and such ban is in force.
- e) Not submitted all the supporting documents or not furnished the relevant details as per the prescribed format.

A declaration to the above effect in the form of affidavit on stamp paper of Rs. 10/- duly attested by Notary/Magistrate should be submitted as per format given in Annexure C enclosed.



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : BI-K/E-TEND/03/2022-23

SECTION: III- List Of Documents in NIT.

| S.No. | Title | Reference No. |
|-------|--|---------------|
| 01. | Invitation to Bid | Section-I |
| 02. | NIT & General Instruction to Bidder(ITB) | Section-II |
| 03 | Content Of Tender Document | Annexure-I |
| 04 | Qualifying Criteria For Work Contract | Annexure-II |
| 05. | List Of Documents | Section-III |
| 06. | List Of Blank Format | Section-IV |
| 07. | PQC Checklist | Annexure-A |
| 08. | Bidder Information Form | Annexure-B |
| 09. | Declaration By Bidder | Annexure-C |
| 10. | Performance Security Form | Annexure-D |
| 11. | Bidder Performance Statement Form | Annexure-E |
| 12. | Undertaking For Black Listing | Annexure-F |
| 13. | Integrity Pact | Annexure-G |
| 14. | OEM Certification Form | Annexure-H |
| 15. | OEM Compliance Form | Annexure-I |
| 16. | Bank Mandate Form | Annexure-J |
| 17. | Contract Agreement Format | Annexure-K |
| 18. | Special Condition | Section-V |
| 19. | Technical Specification | Section-VI |
| 20. | Approved Make List | Section-VII |



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : BI-K/E-TEND/03/2022-23

ANNEXURE-A PQC Checklist Sheet

To be submitted by the bidder along with the bid, duly stamped and signed

| Sl. No. | PQ Criteria | Bidder's Response (Folder Name with Page No. to be mentioned) | Complied (Yes / No) |
|---------|--|---|------------------------|
| 1 | Bid security (EMD) | | |
| 2 | Integrity Pact (Without submission of which the bid will be rejected) | | |
| 3 | Bidders' Information Form | | |
| 4 | Bidders Declaration Form | | |
| 5 | Non-blacklisting declaration on Stamp paper | | |
| 6 | Bidder's Performance Statement Form | | |
| 7 | Certification from OEM | | |
| 8 | Compliance Sheet from OEM for AV items. | | |
| 9 | PAN | | |
| 10 | GST Registration Certificate | | |
| 11 | Professional Tax | | |
| 12 | Trade License | | |
| 13 | Last 3 years Audited balance sheet & P/L ending on March 31, 2021 | | |
| 14 | Average annual turnover document during the last 3 Financial Years ending 31 March, 2021 | | |
| 15 | Signed & stamped NIT | | |
| 16 | ITR copies for the last 3 Assessment Years (2019-20, 2020-21 and 2021-22). | | |
| 17 | Company Registration Document.(Certificate Of Incorporation/Partnership Deed). | | |
| 18 | Un priced BOM with make and Model. | | |
| 19 | Technical Data Sheet | | |
| 20 | Proof of Local Office | | |
| 21 | Credential With Completion Certificate | | |
| 22 | PQC Checklist | | |
| 23. | Bank Mandate Form | | |
| 24. | Power Of Attorney | | |

DATE:

SIGN OF BIDDER:



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : BI-K/E-TEND/03/2022-23

ANNEXURE-B BIDDER INFORMATION FORM

(To be filled and uploaded by the bidder)

NOTE:

1. Incorrect/ false declaration will result in disqualification.
2. Necessary supporting documents to be enclosed.
3. Corporation reserves the right to assess the tenderer's capacity and capability if necessary, by visiting/ inspecting recently executed / under execution of works.

| | | | | |
|--|---|--------|---------------|----------------------|
| Name of work | Redecorating / Refurnishing the committee room (i) adjacent to Director room and Director seating room (ii) Meeting room of Registrar & (iii) Meeting room of Scheme Cell & Purchase Cell at Unified Academic Campus, Bose Institute | | | |
| Tender No. | | | | |
| Name of the Bidder | | | | |
| | Name & Address of Issuing Bank | Amount | Date of Issue | Instrument placed at |
| Details of EMD paid by Banker's Cheque/Pay Order/Demand Draft/ Bank Guarantee. | | | | |

(A)

1. NAME AND CORRESPONDENCE ADDRESS OF THE BIDDER

PERMANENT ADDRESS OF THE BIDDER

**2. TELEPHONE NO.
MOBILE NO.**

3. NAME OF CONTACT PERSON(s):

4. E Mail ID:

(B) TYPE OF BUSINESS ENTITY: -

(Pl. provide the required applicable details as under)



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : BI-K/E-TEND/03/2022-23

1. DATE / YEAR OF ESTABLISHMENT OF THE FIRM / COMPANY:

2. SOLE PROPRIETORSHIP: - _____
(Give Name of the Proprietor)

OR

3. PARTNERSHIP FIRM: -
(Give names of the Partners and upload copy of Partnership deed)

| | |
|-----|---|
| I | Names of Partners: A. B. C. |
| II. | Authorized Signatory: A. B. C. |

OR

4. PRIVATE OR PUBLIC LIMITED COMPANY?
(Upload list of Directors and copy of Certificate of Incorporation)

| | |
|----|---|
| I. | Names of Directors: A. B. C. |
|----|---|



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : BI-K/E-TEND/03/2022-23

| | |
|-----|----------------------|
| II. | Authorized Signatory |
| | A. |
| | B. |
| | C. |

(C) Annual Turnover (as specified in PQC of the bidder):

| Sl. No. | Financial Year | Value (Rs In Crores) |
|---------|----------------|----------------------|
| 1 | 2018-19 | |
| 2 | 2019-20 | |
| 3 | 2020-21 | |

Note: Bidder should upload copy of signed and audited Balance sheet including P&L Statement/ Published Account / Profit & Loss Account Statement as proof of turnover. (The balance sheet copy MUST bear the Registration Number of the authorized Chartered Accountant and its SEAL. This is not applicable for published annual reports).

(D) INCOME TAX DETAILS:

Income Tax Returns Acknowledgement Filed for last three assessment years (i.e. Corresponding financial years):

| ASSESSMENT YEAR | DATE | ACKNOWLEDGEMENT NO. |
|-----------------|------|---------------------|
| 2019-20 | | |
| 2020-21 | | |
| 2021-22 | | |

Note: Bidder should upload copy of the Acknowledgement of Income Tax Return filed.



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : BI-K/E-TEND/03/2022-23

(E) TAX CERTIFICATE:

| PARTICULARS | REGISTRATION NUMBER | DATE |
|------------------------------|---------------------|------|
| GST REGISTRATION CERTIFICATE | | |

Note: Bidder should upload of above Tax Registration Certificates.

(F) PAN Card No. _____

Note: Bidder is required to upload copy of PAN card.

SIGNATURE OF BIDDER

DATE:



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : BI-K/E-TEND/03/2022-23

ANNEXURE-C - DECLARATION BY THE BIDDER

(Affidavit on Non-Judicial Stamp Paper of Rs.10/- duly attested by Notary/Magistrate)

This is to certify that We, M/s....., in submission of this offer confirm that:

-

- i) We have visited the site of work and seen the working conditions, approach road/path, availability of water, electricity, construction labour, construction materials and other relevant requirements connected with the work.
- ii) We have neither concealed any information/document which may result in our disqualification nor made any misleading or false representation in the forms, statements and attachments in proof of the qualification requirements;
- iii) During the past three years prior to the deadline for submission of bids, no contract awarded to us has been determined.
- iv) No Central/State Government Department/Public Sector Undertaking or Enterprise of Central/State Government has banned/suspended business dealings with us as on date.
- v) We have submitted all the supporting documents and furnished the relevant details as per prescribed format and we agree to submit, without delay additional information/documents which may be demanded by BOSE INSTITUTE.
- vi) List of Similar Works satisfying Qualification Criterion indicated in Pro forma 1 does not include any work which has been carried out by us through a Subcontractor on a back to back basis.
- vii) The information and documents submitted with the Tender and those to be submitted subsequently by way of clarifications are correct and we are fully responsible for the correctness of the information and documents submitted by us.
- viii) We have not failed to service the principal amount or interest or both of a loan account/credit limit from any Bank or Financial Institution during a period of one year prior to the deadline for submission of bids.
- ix) *The original instruments of EMD, in physical form shall be deposited by us to BOSE INSTITUTE failing the bid may be rejected and also take action to debar us from participating in Tenders in



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : BI-K/E-TEND/03/2022-23

OR

*We are exempted from payment of EMD and the certified copies of original documents in support of such exemption shall be deposited by us with BOSE INSTITUTE within a week from the date of opening of Technical Bids and original documents produced on demand, failing which BOSE INSTITUTE may reject the bid and also take action to debar us from participating in Tenders invited by BOSE INSTITUTE for a period of two years.

(Delete whichever is not applicable)*

- x) We understand that in case any statement/information/document furnished by us or to be furnished by us in connection with this offer, is found to be misleading or false, our EMD in full will be forfeited and business dealings will be banned.

SEAL, SIGNATURE & NAME OF THE BIDDER

Signing this document



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : BI-K/E-TEND/03/2022-23

ANNEXURE-D-PERFORMANCE SECURITY FORM

(To be executed by a scheduled Bank in India on non-judicial stamp paper)

(To Be Submitted By Successful Bidder)

Registrar (Officiating)
Bose Institute
Unified Academic Campus,
Block-EN, Sector-V, Salt Lake
Kolkata-91

Dear Sir,

Sub: Your Contract No.....dated for

.....

1. You have entered into a contract with reference no as given above with (herein after referred to as the contractor)for the supply of (here in after referred to as stores) for the price and on the terms and conditions contained in the said contract.
2. In accordance with the terms of said contract, the contractor has undertaken **to produce a bank guarantee** for Rs. _____(Rupees_____only) being 3% of the total value (bulk supply order) of the said stores supplied to you, for the due fulfilment of its obligations to you for due performance as per the contract during warranty period.
3. In consideration thereof , we here by expressly ,irrevocably and unconditionally undertake and guarantee as principal obligator on behalf of the contractor that in the event you submit a written demand to us that the contract or has not performed according to the contractual obligations included in the said contract ,we will pay you on written demand ,without demur and without Reference to the contractor any sum up to a maximum amount of Rs._____(Rupees_____ only). Your demand shall be conclusive evidence to us that such payment is due under the terms of the said contract. Payment by us to you will be made within thirty(30)days from receipt of your request making reference to this guarantee and on demand.
4. This guarantee shall not be revoked without your express consent and shall not be affected by your granting any indulgence to the contractor, which shall include but not be limited to postponement from time to time of the exercise of any powers vested in you or any right which you may have against the contract or and to exercise the same in any manner at anytime and either to for bear or to enforce any covenant contained or implied in the said contract or any other course or remedy or security available to you,and our Bank shall not be released from its obligations under this guarantee by your exercising any of your rights with reference to matters aforesaid or any of them or by reason of any other actor for bearance or other acts of omission or commission on your part or any other indulgence shown by you or by any other matter or thing whatsoever which under law would, but for this provision, have the effect of relieving our Bank from its obligation under this guarantee.



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : BI-K/E-TEND/03/2022-23

5. Notwithstanding any thing herein contained, our liability under this guarantee is restricted to Rs....._(Rupees.....only) and the guarantee shall remain in Force up-to and including the.....day of being reported to us by you and returned to us duly discharged.
6. Unless a demand or claim under this guarantee is made on us in writing on or before the aforesaid expiry date as provided above or unless this guarantee is extended by us all your rights under this guarantee shall be prescribed and we shall be discharged from the liabilities hereunder.
7. This guarantee shall not be affected by any change in the constitution of our Bank or of the contractor or for any other reason whatsoever.

Date:

Signature.....

Place:

Seal of Bankers
(Complete Address/Contact Details with Tel./Fax/email etc)

Witness:

1.

2.



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : BI-K/E-TEND/03/2022-23

ANNEXURE-E-BIDDER'S PERFORMANCE STATEMENT FORM

(For a Period of Last 7 Years)

Name of the Firm.....

| S. No | Client's Name and Address | Name of the Work & Location | Scope of Work carried out by the Bidder | Agreement/ Letter of Award No. and date | Contract Value | | Date of Start | Date of Completion | | Reasons for delay in Completion if any | Ref. of document (with page no.) in support of meeting Qualification Criterion |
|-------|---------------------------|-----------------------------|---|---|----------------|----------------------|---------------|-----------------------|--------|--|--|
| | | | | | Awarded | Actual on Completion | | As per LOA/ Agreement | Actual | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |

Place:

Signature:

Date:

Office Stamp

Note:

1. In support of having completed above works, attach self-attested copies of the completion certificate from the owner/client or Executing Agency/Consultant appointed by Owner/Client indicating the name of work, the description of work done by the Bidder, date of start, date of completion (contractual & actual) and contract value as awarded and as executed by the Bidder. "Contract Value" shall mean gross value of the completed work including cost of materials supplied by the Owner/Client but excluding those supplied free of cost.



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : BI-K/E-TEND/03/2022-23

2. Credential certificates issued by Government Organizations/Semi Government Organizations of Central or State Government; or by Public Sector Undertakings/Autonomous Bodies of Central/State Government or their subsidiaries/by Public Ltd. Companies listed in Stock exchange in India or Abroad or subsidiaries of such companies.
3. Information must be furnished for works carried out by the Bidder in his own name.
4. If a Bidder has got a work executed through a Subcontractor on a back to back basis, the Bidder cannot include such a work for his satisfying the Qualification Criterion even if the Client has issued a Completion Certificate in favour of that Bidder.
5. Only similar works completed during the last 7 years prior to the last stipulated date for submission of Bid, which meet the Qualification Criterion need be included in this list.



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : BI-K/E-TEND/03/2022-23

ANNEXURE-F UNDERTAKING REGARDING BLACKLISTING

[To be executed on Rs.10/-non Judicial Stamp paper and duly notarized]

I/we _____

Contractor/Partner or Sole Proprietor (Strike out the word which is inapplicable) of (Firm of contractor)

_____ Do here by declare and solemnly affirmth at the individual firm/

companies M/s _____ have not been

blacklisted during last 5years by the Union or State Government and the individual/firm/companies

blacklisted by the Union or State Governments or any partner or share holder thereof are not directly

or indirectly connected with or has any subsisting interest in business of my firm.

As well we declare that we have not been disqualified for non-performance in any of the Government

Utilities/Department/Undertaking in the past 5 years as on the date of submission of bid

Deponent

Address _____

I do hereby solemnly declare and affirmth at the above declaration is true and correct to the best of my knowledge and belief. No part of it is false and it conceals nothing.

Dated: _____

Deponent _____



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : *BI-K/E-TEND/03/2022-23*

ANNEXURE-G- PRE CONTRACT INTEGRITY PACT (to be executed on non-judicial stamp paper Of Rs 100)

General

This pre-bid pre-contract Agreement (hereinafter called the Integrity Pact) is made on day of the month of 2022, between, on one hand, the Director, Bose Institute acting through Shri....., Designation of the officer, Bose Institute (hereinafter called the "BUYER", which expression shall mean and include, unless the context otherwise requires, his successors in office and assigns) of the First Part and M/S..... represented by Shri....., Chief Executive Officer (hereinafter called the "BIDDER/Seller" which expression shall mean and include, unless the context otherwise requires, his successors and permitted assigns) of the Second Part.

WHEREAS the BUYER proposes to procure (Name of the Stores/Equipment/Item) and the BIDDER/Seller is willing to offer/has offered the stores and WHEREAS the BIDDER is a private company/public company/Government undertaking/ partnership/ registered export agency, constituted in accordance with the relevant law in the matter and the BUYER is a Ministry/Department of the Government of India/PSU performing its functions on behalf of the President of India

NOW, THEREFORE, to avoid all forms of corruption by following a system that is fair, transparent and free from any influence/prejudiced dealings prior to, during and subsequent to the currency of the contract to be entered into with a view to:-

Enabling the BUYER to obtain the desired said stores/equipment at a competitive price in conformity with the defined specifications by avoiding the high cost and the distortionary impact of corruption on public procurement, and

Enabling BIDDERS to abstain from bribing or indulging in any corrupt practice in order to secure the contract by providing assurance to them that their competitors will also abstain from bribing and other corrupt practices and the BUYER will commit to prevent

corruption, in any form, by its officials by following transparent procedures.

The parties hereto hereby agree to enter into this Integrity Pact and agree as follows

Commitment of the Buyer

The BUYER undertakes that no official of the BUYER, connected directly or indirectly with contract, will demand, take a promise for or accept, directly or through intermediaries, any bribe, consideration, gift, reward, favour or any material or immaterial benefit or any other advantage from the BIDDER, either for themselves or for any person, organization or their party related to the contract in exchange for an advantage in the bidding process, bid evaluation, contracting or implementation process related to the contract.

The BUYER will, during pre-contract stage, treat all BIDDERS alike, and will provide to all BIDDERS the same information and will not provide any such information to any particular BIDDER which could afford an advantage to that particular BIDDER in comparison to other BIDDERS.

All the officials of the BUYER will report to the appropriate Government office any attempted or completed breaches of the above commitments as well as any substantial suspicion of such a breach.

2. In case any such preceding misconduct on the part of such official(s) is reported by the BIDDER to the BUYER with full and verifiable facts and the same is prima facie found to be correct by the BUYER, necessary disciplinary proceedings, or any other action as deemed fit, including criminal proceedings may be initiated by the BUYER and such a person shall be debarred from further dealings related to the contract process. In such a case while an enquiry is being conducted by the BUYER the proceedings under the contract would not be stalled.

Commitments of BIDDERS:

3. The BIDDER commits itself to take all measures necessary to prevent corrupt practices, unfair means and illegal activities during any stage of its bid or during any pre-contract or post-contract stage in order to secure the contract or in furtherance to secure it and in particular commit itself to the following:-



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : BI-K/E-TEND/03/2022-23

The BIDDER will not offer, directly or through intermediaries, any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the BUYER, connected directly or indirectly with the bidding process, or to any person, organization or third party related to the contract in exchange for any advantage in the bidding, evaluation, contracting and implementation of the contract.

The BIDDER further undertakes that it has not given, offered or promised to give, directly or indirectly any bribe, gift, consideration, reward, favour any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the BUYER or otherwise in procuring the Contract or forbearing to do or having done any act in relation to the obtaining or execution of the contract or any other contract with the Government for showing or forbearing to show favour or disfavour to any person in relation to the contract or any other contract with the Government.

BIDDERS shall disclose the name and address of agents and representatives and Indian BIDDERS shall disclose their foreign principals or associates.

BIDDERS shall disclose the payments to be made by them to agents/brokers or any other intermediary, in connection with this bid/contract.

The BIDDER further confirms and declares to the BUYER that the BIDDER is the original manufacturer/integrator/authorized government sponsored export entity of the defence stores and has not engaged any individual or firm or company whether Indian or foreign to intercede, facilitate or in any way to recommend to the BUYER or any of its functionaries, whether officially or unofficially to the award of the contract to the BIDDER, nor has any amount been paid, promised or intended to be paid to any such individual, firm or company in respect of any such intercession, facilitation or recommendation.



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : BI-K/E-TEND/03/2022-23

The BIDDER, either while presenting the bid or during pre-contract negotiations or before signing the contract, shall disclose any payments he has made, is committed to or intends to make to officials of the BUYER or their family members, agents, brokers or any other intermediaries in connection with the contract and the details of services agreed upon for such payments.

The BIDDER will not collude with other parties interested in the contract to impair the transparency, fairness and progress of the bidding process, bid evaluation, contracting and implementation of the contract

The BIDDER will not accept any advantage in exchange for any corrupt practice, unfair means and illegal activities.

The BIDDER shall not use improperly, for purposes of competition or personal gain, or pass on to others, any information provided by the BUYER as part of the business relationship, regarding plans, technical proposals and business details, including information contained in any electronic data carrier. The BIDDER also undertakes to exercise due and adequate care lest any such information is divulged.

The BIDDER commits to refrain from giving any complaint directly or through any other manner without supporting it with full and verifiable facts.

The BIDDER shall not instigate or cause to instigate any third person to commit any of the actions mentioned above.

If the BIDDER or any employee of the BIDDER or any person acting on behalf of the BIDDER, either directly or indirectly, is a relative of any of the officers of the BUYER, or alternatively, if any relative of an officer of the BUYER has financial interest/stake in the BIDDER's firm, the same shall be disclosed by the BIDDER at the time of filing of tender.

The term 'relative' for this purpose would be as defined in Section 6 of the Companies Act 1956.

The BIDDER shall not lend to or borrow any money from or enter into any monetary dealings or transactions, directly or indirectly, with any employee of the BUYER.



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : BI-K/E-TEND/03/2022-23

4. Previous Transgression

The BIDDER declares that no previous transgression occurred in the last three years immediately before signing of this Integrity Pact, with any other company in any country in respect of any corrupt practices envisaged hereunder or with any Public Section Enterprise in India or any Government Department in India that could justify BIDDER's exclusion from the tender process.

The BIDDER agrees that if it makes incorrect statement on this subject, BIDDER can be disqualified from the tender process or the contract, if already awarded, can be terminated for such reason.

5. Earnest Money / Bid Security

Bidder has to submit EMD of value Rs. 300000/- to be submitted in any one of following form Insurance surety bonds, Account Payee Demand draft, Fixed Deposit Register, bankers cheque or bank guarantee from any of the commercial banks or payment online in an acceptable form. The EMD should remain valid for a period covering the bid validity plus 45 days.

6. Sanctions for Violations

Any breach of the aforesaid provisions by the BIDDER or any one employed by it or acting on its behalf (whether with or without the knowledge of the BIDDER) shall entitle the BUYER to take all or any one of the following actions, wherever required:-

- (i) To immediately call off the pre contract negotiations without assigning any reason or giving any compensation to the BIDDER. However, the proceedings with the other BIDDER(s) would continue.
- (ii) Security Deposit/Performance Bond (after the contract is signed) shall stand forfeited either fully or partially, as decided by the BUYER and the BUYER shall not be required to assign any reason therefore.
- (iii) To immediately cancel the contract, if already signed, without giving any compensation to the BIDDER.



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : BI-K/E-TEND/03/2022-23

- (iv) To recover all sums already paid by the BUYER, and in case of an Indian BIDDER with interest thereon at 2% higher than the prevailing Prime Lending Rate of State Bank of India, while in case of a BIDDER from a country other than India with interest thereon at 2% higher than the LIBOR. If any outstanding payment is due to the BIDDER from the BUYER in connection with any other contract for any other stores, such outstanding payment could also be utilized to recover the aforesaid sum and interest.
- (v) To encash the advance bank guarantee and performance bond/warranty bond, if furnished by the BIDDER, in order to recover the payments, already made by the BUYER, along with interest.
- (vi) To cancel all or any other Contracts with the BIDDER. The BIDDER shall be liable to pay compensation for any loss or damage to the BUYER resulting from such
- (vii) Cancellation/rescission and the BUYER shall be entitled to deduct the amount so payable from the money(s) due to the BIDDER.
- (viii) To debar the BIDDER from participating in future bidding processes of the Government of India for a minimum period of five years, which may be further extended at the discretion of the BUYER.
- (ix) To recover all sums paid in violation of this Pact by BIDDER(s) to any middle man or agent or broker with a view to securing the contract.
- (x) In cases where irrevocable Letters of Credit have been received in respect of any contract signed by the BUYER with the BIDDER, the same shall not be opened.
- (xi) Forfeiture of Performance Bond in case of a decision by the BUYER to forfeit the same without assigning any reason for imposing sanction for violation of this Pact.



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 70091

Ref : *BI-K/E-TEND/03/2022-23*

The BUYER will be entitled to take all or any of the actions mentioned at Para 6.1(i) to (x) of this Pact also on the Commission by the BIDDER or any one employed by it or acting on its behalf (whether with or without the knowledge of the BIDDER), of an offence as defined in Chapter IX of the Indian Penal Code, 1860 or Prevention of Corruption Act, 1988, or any other statute enacted for prevention of corruption.

The decision of the BUYER to the effect that a breach of the provisions of this Pact has been committed by the BIDDER shall be final and conclusive on the BIDDER.

However, the BIDDER can approach the independent Monitor(s) appointed for the purposes of this Pact

7. Fall Clause

The BIDDER undertakes that it has not supplied/is not supplying similar product/systems or subsystems at a price lower than that offered in the present bid in respect of any other Ministry/Department of the Government of India or PSU and if it is found at any stage that similar product/systems or sub systems was supplied by the BIDDER to any other Ministry/Department of the Government of India or a PSU at a lower price, then that very price, with due allowance for elapsed time, will be applicable to the present case and the difference in the cost would be refunded by the BIDDER to the BUYER, if the contract has already been concluded.

8. Independent Monitor

The BUYER has appointed independent Monitor (hereinafter referred to as Monitor) for this Pact in consultation with the Central Vigilance Commission (Independent External Monitor appointed by CVC for the tender - Shri Amol Prabhakar Joshi, CES (Retd.)

The task of the Monitor shall be to review independently and objectively, whether and to what extent the parties comply with the obligations under this Pact.



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 70091

Ref : *BI-K/E-TEND/03/2022-23*

The Monitor shall not be subject to instructions by the representatives of the parties and perform their functions neutrally and independently.

Both the parties accept that the Monitor have the right to access all the documents relating to the project/procurement, including minutes of meeting

As soon as the Monitor notices, or has reason to believe, a violation of this Pact, he will so inform the Authority designated by the BUYER.

The BIDDER(s) accepts that the Monitor has the right to access without restriction to all Project documentation of the BUYER including that provided by the BIDDER. The BIDDER will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to Subcontractors. The Monitor shall be under contractual obligation to treat the information and documents of the BIDDER/Subcontractor(s) with confidentiality.

The BUYER will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the parties. The parties will offer to the Monitor the option to participate in such meetings.

The Monitor will submit a written report to the designated Authority or BUYER/Secretary in the Department/within 8 to 10 weeks from the date of reference or intimation to him by the BUYER / BIDDER and should the occasion arise, submit proposals for correcting problematic situations.

9. Facilitation of Investigation

In case of any allegation of violation of any provisions of this Pact or payment of commission, the BUYER or its agencies shall be entitled to examine all the documents including the Books of Accounts of the BIDDER and the BIDDER shall provide necessary information and documents in English and shall extend all possible help for the purpose of such examination.



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : *BI-K/E-TEND/03/2022-23*

10. Law and Place of Jurisdiction

This Pact is subject to Indian Law. All disputes arising out of this Contract will be subjected to Kolkata jurisdiction.

11. Other Legal Actions

The actions stipulated in this Integrity Pact are without prejudice to any other legal action that may follow in accordance with the provisions of the extant law in force relating to any civil or criminal proceedings.

12. Validity

The validity of this Integrity Pact shall be from date of its signing and extend up to 2 years and sixty days or the complete execution of the contract to the satisfaction of both the BUYER and the BIDDER/Seller, including warranty period, whichever is later. In case BIDDER is unsuccessful, this Integrity Pact shall expire after six months from the date of the signing of the contract.

Should one or several provisions of this Pact turn out to be invalid; the remainder of this Pact shall remain valid. In this case, the parties will strive to come to an agreement to their original intentions.

13. The parties hereby sign this Integrity Pact at on _____

BUYER

BIDDER

Name of the Officer:

CHIEF EXECUTIVE OFFICER Designation

BOSE INSTITUTE

Witness

Witness

1. _____

1. _____

2. _____

2. _____



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : *BI-K/E-TEND/03/2022-23*

****The bidders may note that they must upload the Integrity Pact signed by both the bidder as well as the buyer/purchaser and upload the same along with the bidding document. Non submission of integrity Pact in the format as above will lead to the cancellation of the submitted bid.**

In this regard, the bidders are requested to approach the Registrar (officiating), BI, to complete the formalities IP on a non-judicial stamp paper of Rs. 100/- denomination. Stamp paper is to be arranged by the interested bidder.



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 70091

Ref : *BI-K/E-TEND/03/2022-23*

ANNEXURE-H- Format for Certification of Participation from the OEM (Original Equipment Manufacturer)

(TO BE PROVIDED ON OEM'S LETTER HEAD, multiple sheets may be used for different equipments and accessories of different OEMS specifying the equipment/accessory name)

To,

Sir,

This refers to your Tender No.....Due On:

.....for _____

.....: We.....an established and reputable manufacturer of professional.....(Product)

Having Corporate/Registered office at do Hereby authorizeas our Distributor for the supply of goods manufactured by us as per above mentioned tender.

We hereby confirm and extend our full guarantee and warranty for the products offered for supply by the above firm only against the invitation for bids vide Tender No: dtd. _____ and Duly authorize the said firm to act on our behalf in fulfilling any or all installation, technical support and maintenance obligation as required by the contract.

Yours truly,

(Signature of Officer Authorized to sign this Document on behalf of the OEM with name and seal)

Contact nos. & email id:

Date: Place:

Stamp of OEM



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 70091

Ref : BI-K/E-TEND/03/2022-23

ANNEXURE-I- Format for COMPLIANCE SHEET From Original Equipment Manufacturer)

(TO BE PROVIDED ON OEM's LETTER HEAD, multiple sheets may be used for different equipments and accessories of different OEMS specifying the equipment/accessory name)

The List & Model Of Items as per tender mentioned below:

| Sr. No. | Item Description | Make | Model | Qty | Complied with Specs(Yes/No) |
|---------|------------------|------|-------|-----|-----------------------------|
| | | | | | |
| | | | | | |
| | | | | | |

Yours truly,

(Signature of Officer Authorized to sign this Document on behalf of the OEM with name and seal)

Contact nos. & email id:

Date: Place:

Stamp of OEM



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 70091

Ref : *BI-K/E-TEND/03/2022-23*

ANNEXURE-J- Format for BANK MANDATE

Authorization for payments through Electronic Fund Transfer System (RTGS/NEFT)

We hereby authorize BOSE INSTITUTE to make all our payments, including refund of Earnest Money, through Electronic Fund Transfer System (RTGS/NEFT). The details for facilitating the payments are given below:

(TO BE FILLED IN CAPITAL LETTERS)

| | | |
|---|---|---|
| 1 | NAME OF THE BENEFICIARY | |
| 2 | ADDRESS WITH PIN CODE | |
| 3 | (A) TELEPHONE NO. WITH STD CODE | |
| | (B) MOBILE NO. | |
| 4 | BANK PARTICULARS | |
| A | BANK NAME | |
| B | BANK TELEPHONE NO. WITH STD CODE | |
| C | BRANCH ADDRESS WITH PIN CODE | |
| D | BANK FAX NO. WITH STD CODE | |
| E | 11 CHARACTER IFSC CODE OF THE BANK (EITHER ENCLOSURE CANCELLED CHEQUE OR OBTAIN BANK CERTIFICATE AS APPENDED) | |
| F | BANK ACCOUNT NUMBER AS APPEARING IN THE CHEQUE BOOK | |
| G | BANK ACCOUNT TYPE (TICK ONE) | SAVING CURRENT LOAN CASHCREDIT OTHERS |
| H | IF OTHERS, SPECIFY | |
| 5 | PERMANENT ACCOUNT NUMBER (PAN) | |
| 6 | E-MAIL ADDRESS | |

I / We hereby declare that the particulars given above are correct and complete. If the transaction is delayed or credit is not effected at all for reasons of incomplete or incorrect information, I / We would not hold BOSE INSTITUTE responsible. Bank charges for such transfer will be borne by us.

Date:

(AUTHORISED SIGNATORY)

Name



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : *BI-K/E-TEND/03/2022-23*

BANK CERTIFICATION

It is certified that the above mentioned beneficiary holds bank account No..... with our branch.

Date:

SIGNATURE (AUTHORISED SIGNATORY)

Name

OFFICIAL STAMP

ANNEXURE-K

FORM OF AGREEMENT

(ON NON JUDICIAL STAMP PAPER OF APPROPRIATE VALUE)

Agreement No. dated

THIS AGREEMENT is made on day of Two thousand.....
..... between Bose Institute, Unified Academic Campus, Block EN-80, Salt Lake, Sector V, Kolkata -700091, a society registered under the Societies Registration Act XXI of 1860 which is an autonomous Institute under the administrative control of Department of Science & Technology, Government of India (hereinafter referred to as the buyer which expression shall include its successors and assigns and authorized officers of the society) of ONE PART.

and M/s.....hereinafter called the Contractor (which expression shall wherever the context so demands or requires, include his/ their successors and assigns) of the other part.

WHEREAS Bose Institute is desirous that certain works should be executed viz..... (brief description of work) and has by Letter of Acceptance dated accepted a tender submitted by the Contractor for the execution, completion, remedying of any defects therein and maintenance of such works at a total Contract Price of Rs.....(Rupees only).

NOW THIS AGREEMENT WITNESSETH as follows:

1. In this Agreement words and expressions shall have the same meaning as are respectively assigned to them in the Conditions of Contract hereinafter referred to.
2. The following documents in conjunction with addenda/corrigenda to Tender Documents shall be deemed to form and be read and construed as part of this agreement viz.



बसु विज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : BI-K/E-TEND/03/2022-23

The Letter of Acceptance dated

Priced Schedule (Bill) of Quantities Notice Inviting Tender and Instructions to Tenderers.
BOSE INSTITUTE Tender and Contract Form , Special Conditions ,Schedules A to F
Technical Specifications Drawings Amendments to Tender Documents (List enclosed)

General Conditions of Contract comprising of

- (i) Conditions of Contract
- (ii) Clauses of Contract

3. In consideration of the payment to be made by Bose Institute to the Contractor as hereinafter mentioned, the Contractor hereby covenants with Bose Institute to execute, complete, remedy defects therein and maintain the works in conformity in all respects with the provisions of the Contract.
4. Bose Institute hereby covenants to pay to the Contractor in consideration of the execution, completion, remedying of any defects therein and maintenance of the works, the contract price or such other sum as may become payable under the provisions of the contract at the time and in the manner prescribed by the Contract.

IN WITNESS whereof the parties hereto have caused their respective common seals to be hereinto affixed (or have herewith set their respective hands and seals) the day and year first above written.

SIGNED, SEALED AND DELIVERED BY

| | |
|---|---|
| In the capacity of | Representing BOSE INSTITUTE |
| On behalf of M/s (The Contractor) | Registrar(Officiating) |
| In the presence of Witness (Signature, Name & Designation) | In the presence of Witness (Signature, Name & Designation) |
| 1. | 1. |
| 2. | 2. |



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : BI-K/E-TEND/03/2022-23

SECTION V SPECIAL CONDITIONS

- (i) Special Conditions relating to existing Clauses of Contract.
- (ii) Additional Special Conditions

SPECIAL CONDITIONS

1. The electrical installation work shall be carried out in accordance with Indian Standard Code of Practice. It shall also be in conformity with the current Indian Electricity rules and regulations and requirements of the Local Electricity Supply Authority, so far as these become applicable to installation. Electrical work in general shall be carried out as per following CPWD Specifications amended up to date.

General Specifications for Electrical Works.

Internal Electrical Works –Latest

Edition External Electrical Works -

Latest Edition

Wherever these specifications calls for a higher standard of material and/or workmanship than those required by any of the above mentioned regulations and specifications then the specification in this agreement shall take precedence over said regulations and standards.

2. The contractor has to obtain all clearances & approvals from any statutory authority/local bodies pertaining to electrical installations. The contractor shall obtain all information relating to local regulations, Bye-laws, applicable if any and all laws relating to his work or profession and in execution of work as required. Contractor shall obtain approval of the installation from the relevant inspection authorities at all stages and on completion of the installation work. Any fee payable to the statutory authority for obtaining approvals is required to be paid by the contractor. However, the necessary reimbursement of the fee deposited by the contractor to any statutory authority (as mentioned above) will be made on production/submission of the valid documentary proof/evidence.
3. **WARRANTIES and GUARANTEES:**
All warranties and guarantees of all equipments/installations/fixtures etc. procured by the contractor shall be in the name of buyer.



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : BI-K/E-TEND/03/2022-23

4. TRAINING:

Contractor shall impart training of operation and maintenance of equipments to buyers staff (for one week) free of cost and submit the operation and maintenance manuals of all equipments/systems.

5. SHOP DRAWINGS

The contractor shall prepare and submit to BOSE INSTITUTE for approval detailed shop/working drawings of all works on award of the work where applicable. Four set of all such drawings shall be submitted to BOSE INSTITUTE for approval. The contractor shall also take parallel action (after award of work) for submission of applications along with the drawings, documents & details etc. to various Statutory Bodies/Authorities for obtaining their approval/clearances.

The contractor shall re-submit 3 sets of all the drawings to BOSE INSTITUTE within 7 days from date of receiving comments, if any, from BOSE INSTITUTE after incorporating the comments.

6. DOCUMENTS TO BE FURNISHED ON COMPLETION OF INSTALLATION

Six sets of the following shall be furnished to BOSE INSTITUTE / buyer by the contractor on completion of the work: -

- a) Manufacturer's catalogues of all equipment and accessories, operation and maintenance manuals of all major equipment, detailing all adjustments, operation and maintenance procedure.
- b) Guarantee /Warranty certificates of all the equipments & materials etc.
- c) Clearances/approval of various Statutory Bodies/Authorities for this system.
- d) Any other information the Registrar(Officiating) may deem fit.

No completion certificate will be issued until the above documents are submitted to the Registrar(Officiating).

7. The contractor shall be fully responsible for the maintenance including watch and ward of all the installations provided by him until the works are handed over to buyer. Thereafter, the work can be handed over to the buyer along with all inventories, completion plans etc. as required.

8. CO-ORDINATION:

The Contractor shall co-operate with any other agency working in the same project, compare plans, specifications and the time schedules and so arrange his work that there will be no interference. The Contractor shall forward to the Engineer-in-charge all correspondence and drawings so exchanged. Failure to check plans for conditions will render the contractor responsible for bearing



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : BI-K/E-TEND/03/2022-23

the cost of any subsequent change found necessary or damages done.

However, contractor shall afford necessary facilities to execute the work simultaneously with other agencies executing the works like electrification, HVAC external services and other building works for the same project. BOSE INSTITUTE shall entertain no claim on this account.

The work shall be executed in close Coordination with the progress of building work. This being the essence of the contract, an activity chart clearly showing critical areas should be furnished before commencing the work for proper monitoring and coordination.

9. HANDING OVER THE WORKS ON COMPLETION:

On satisfactory completion of all the works as per the provision of the Contract, the Contractor shall hand over the works to the Buyer. The Contractor shall ensure that all the testing, commissioning & trial run operation of all the system are simultaneously carried out so as to make the same functional immediately on completion.

It shall be the responsibility of the contractor to obtain clearances from all the Statutory Bodies like Electrical Inspector, Fire Officer etc. if required for the installations prior to commissioning & handing over the same after completion of work.

10. All material to be used on works shall bear I.S. Certification work unless otherwise the make specified in the item or special conditions appended with the tender document. In case I.S. marked materials or the materials mentioned in the tender document are not used due to non-availability, the materials used shall conform to I.S. code or CPWD Specifications applicable in this contract. In such cases the Engineer-in-charge shall satisfy himself about the quality of such materials and give his approval in writing. Only articles classified as "First Quality" by the manufacturers shall be used unless otherwise specified. All materials not having I.S. marking shall be tested as per provision of the Mandatory Tests in CPWD Specifications and the relevant IS specifications. The Engineer-in-charge may relax the condition regarding testing if the quantity of materials required for the work is small. For the products bearing ISI certification work, no further testing is required at site. In all such cases of use of IS certified materials, proper proof of procurement of materials from authentic manufactures shall be provided by the contractor to the satisfaction of Engineer-in-charge.

11. The work shall be carried out in a manner complying in all respects with the requirements of relevant bye-laws of local body under the jurisdiction of which the work is to be executed or as directed by the Engineer-in-charge and nothing extra shall be paid on this account.



बसु बिज्ञान मन्दिर

BOSE INSTITUTE

Unified Academic Campus, Block EN, Sector V Kolkata – 700091

Ref : BI-K/E-TEND/03/2022-23

12. For items, where so required, samples shall be prepared before starting the particular items of work for prior approval of the engineer-in-charge and nothing extra shall be payable on this account.

13. TERMS OF PAYMENT:

Progressive on account payment in form of running account Bills will be made to the Contractor as follows:

- a) 50% of quoted rate as per Contract against BOQ on supply of material at site in good condition accompanied by relevant test certificates and documents after deducting towards any recovery as per contract.
- b) 40% of quoted rate as per Contract against BOQ on satisfactory installation of equipment at site after deducting towards any recovery as per contract and the payment already made.
- c) Balance 10% of quoted rate as per Contract upon successful testing, commissioning, handing over of installation including submission of final approval from the various Statutory Bodies/Authorities or any other Statutory Body (if required) after deducting towards any recovery as per contract and the payments already made.
- d) PBG (3% of Contract Value) will be released after successful completion of DLP of 12 months from the date of completion of work.

14. CLARIFICATIONS OF DISCREPANCIES

In the case of Discrepancies between the schedule of quantity, the specifications and/or the Drawings, the following order of preferences shall be followed: -

- (i) Description of schedule of quantities.
- (ii) Special conditions & Technical Specifications, if any
- (iii) Drawings
- (iv) CPWD Specifications
- (v) Indian standard specifications of BIS

15. The Electrical Work should be executed by an experienced Electrical Contractor as per the regulation of Indian Electricity Rules and Local Electrical Inspector's requirements. The contractor should have Grade A license. Prior approval of sub-contractor for works like HVAC and Electrical shall be taken by the contractor from BOSE INSTITUTE.

SECTION-VII

LIST OF APPROVED MAKE AND MODEL

| <u>Sr. No</u> | <u>ITEM DETAILS</u> | <u>APPROVED MAKE LIST</u> |
|----------------------|--|--|
| 1 | 98" 4K UHD(3840 X 2160) LED display, HDMI X 3 | LG/SONY/VIEWSONIC |
| 2 | Wall mount for above display | Lumi/NT |
| 3 | 55" 4K UHD(3840 X 2160) LED display, HDMI X 3 | LG/SONY/VIEWSONIC |
| 4 | Wall mount for above display | Lumi/NT |
| 5 | Cable cubby - one power and pass through for Power and HDMI : Wooden table required to fix cable cubby | Magnum/Extron/Custom |
| 6 | Wireless presentation | Barco/Extron/Mersive |
| 7 | 8X4 Matrix switcher | Extron/ Cypress/ AnalogWay |
| 8 | 1/4 & 1/2 Rack Width, Under-Desk Mount Kit for Two-Piece Enclosure | Extron, Christie, Data Video. |
| 9 | HDMI Rx | Extron/ Cypress/ AnalogWay |
| 10 | HDMI Tx | Extron/ Cypress/ AnalogWay |
| 11 | 35 " HDMI cable | Extron, Klotz, Belden |
| 12 | 50 " HDMI cable | Extron, Klotz, Belden |
| 13 | 6ft HDMI patch cable | Extron/Klotz/ Eurocables |
| 14 | Camera for soft VC with 12X optical Zoom | Lumens/Sony/Panasonic. |
| 15 | wall mount for above camera | NT/Lumi |
| 16 | Soft VC Codec | Extron/Marshall/ Vaddio |
| 17 | Digital Central Control Unit | Beyerdynamics, Sennheiser,Televic |
| 18 | Wired Chairman Unit | Beyerdynamics, Sennheiser,Televic |
| 19 | Wired Delegate Unit | Beyerdynamics,Sennheiser, Televic |
| 20 | 16 Inch Gooseneck Microphone Unit | Beyerdynamics, Sennheiser, Clock Audio |
| 21 | 6x4 Pro DSP Processor | Extron/ Meyer Sound/ XILICA |
| 22 | Ceiling Speakers | Extron/ Meyer Sound/ Renkus Heinz |
| 23 | 2 channel amplifier | Extron/ Meyer Sound/ Audac |
| 24 | Wireless Handheld Microphone Set | Beyerdynamics, Sennheiser, Televic |
| 25 | Controller with Link License | Extron/Cypress/ RTI |
| 26 | 10.2-inch iPad Wi-Fi 32GB - Silver Wireless touch panel | Apple , Extron , Samsung. |
| 27 | Sleeve for Ipad | Launchport/Samsung/Lumi |
| 28 | Base Station | Launchport/Samsung/Lumi |
| 29 | Access point | Cisco , D-Link , Netgear , |
| 30 | Network Switch | DLink, Cisco, Netgear |
| 31 | Microphone bulk cable | Extron , AMX , Belden . |
| 32 | Stereo Audio / Control Cable | Belden , Extron , Eurocable. |
| 33 | 14 AWG , Speaker Cable | Belden , Klotz , Eurocable. |
| 34 | XTP DTP 24 Plug, Package of 10 | ,Extron,Christie, RGB. |

| | | |
|----|--|------------------------------|
| 35 | Shielded Digital Twisted Pair Cable for XTP & DTP products - Plenum, 1000' (305 m) spool | Extron,Christie, RGB. |
| 36 | Equipment rack with 600mm Width, 800 mm Depth and 32 U Height | NT/VALRACK/WQ |
| 37 | 65" 4K UHD(3840 X 2160) display, | LG/SONY/VIEWSONIC |
| 38 | Floor mount for above display | Lumi/NT |
| 39 | 50 " HDMI cable | Extron, Klotz, Belden |
| 40 | Camera for soft VC with 12X optical Zoom | Lumens/Sony/Panasonic. |
| 41 | wall mount for above camera | NT/Lumi |
| 42 | 10 Mtr USB Cable | NT/Klotz/Belden |
| 43 | Cable cubby - one power and pass through for Power and HDMI : Wooden table required to fix cable cubby | Magnum/Extron/Custom |
| 44 | Speaker Cum Mic Phone | Televic,Clearone,Sennheiser. |

| Sr. No | ITEM DETAILS | APPROVED MAKE LIST |
|---------------|---|---|
| 1 | Acoustical Board (Wall & Ceiling Tiles) | Saint Gobain / Himalayan Acoustics / Armstrong |
| 2 | Suspension System | Gyp Shera / Gyp Xpert / Armstrong |
| 3 | Gypsum Board(plain/fully perforated) | Saint Gobain / Anutone/Armstrong |
| 4 | G.I section for false ceiling & wall paneling | Saint Gobain make Gyp shera /Anutone/Armstrong |
| 5 | Anti-Termite Treatment | Pest Control india Ltd / Pest Con india / Pest Control incorporated |
| 6 | Fluse Doors | Century / Green / Saburi |
| 7 | Plywood/Block Board | Century / Green / Saburi |
| 8 | Laminates | Century / Greenlam / Marino / Sunmica |
| 9 | Natural teak veneer | Century / Green / Greenlam |
| 10 | Poly Wool | Times Fibrefill / Himalyan / Tranquil |
| 11 | Adhesive for wood work | Fevicol / Vamicol |
| 12 | Paints | Barger / Asian / ICI Dulux / Nerolac |
| 13 | Door Fitting/Locks | Haffle / Dorset / Hettich |
| 14 | Carpet | Welspun / Divine / Florz |
| 15 | Distribution Board | Havells / legrand / L & T |
| 16 | Moulded Case Circuit Breaker (MCCB) | Havells / legrand / L & T |

| | | |
|----|--|---|
| 17 | Miniature Circuit Breaker (MCB) | Havells / legrand / L & T |
| 18 | Switch Fuse Unit (SFU) with HRC fuses | Havells / legrand / L & T |
| 19 | 1100 volt grade, PVC insulated and armoured aluminium conductor cable. | Havells / Polycab / CCI/Fort Glostar/Bonton/KEI |
| 20 | 1100 volt grade,Single core, PVC insulated and sheathed copper conductor wire. | Polycab/Havells/ Finolex/RR Kable/Bonton/KEI |
| 21 | Modular type Box, Front Plate,Switch,Socket etc. | Crabtree / Legrand /L & T or Equivalent |
| 22 | GI pipe,strip etc | TATA / Hindusthan steel / Zindel / SAIL |
| 23 | Rigid PVC Conduit (MMS) & Accessories | AKG / Precission / Pestro |
| 24 | Light Fixture | Philips / Wipro / Bajaj / Havells |
| 25 | M.S Pipe | Zindel / Bansal/TATA |
| 26 | PVC Pipe | Supreme / Finolex / Prince Pipe |

| <u>Sr. No</u> | <u>ITEM DETAILS</u> | <u>APPROVED MAKE LIST</u> |
|---------------|---------------------|---------------------------|
| 1 | CHAIR | GODREJ/FEATHERLITE/WIPRO |
| 2 | CONFERENCE TABLE | GODREJ/FEATHERLITE/WIPRO |