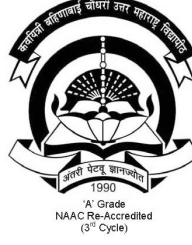


॥ अंतरी पेटवू ज्ञानज्योत ॥



कवयित्री बहिणाबाई चौधरी उत्तर महाराष्ट्र विद्यापीठ, जळगाव
Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon

POST BOX NO.80, UMAVINAGAR,

JALGAON- 425 001

Tel.No. (0257) 2257236 & 237

Fax No. (0257) 2258406

E-TENDER DOCUMENTS FOR SUPPLY OF
GOLD MEDALS AND DIES FOR
28TH CONVOCATION

REF :- NMU/8/ET/GOLD MEDAL/804/2019

FOR MORE DETAILS VISIT THE PORTAL OF

<https://mahatenders.gov.in> / www.nmu.ac.in

Total Pages 01 to 13

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E-TENDER FOR SUPPLY OF GOLD MEDAL

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Tender Schedule and Contact details

Sr. No.	Key Days of the tender	Start date & time	End date and time
01	Tender Release	21/11/2019 17.30 hrs.	----
02	Tender documents downloading	22/11/2019 10.00 hrs.	12/12/2019 15.00 hrs.
03	Online submission	22 /11/2019 10.00 hrs.	12/12/2019 15.00 hrs.
04	Technical Bid opening	14/12/2019 15.00 hrs. (If possible)	----

Contact below if any query

<u>Sr.No.</u>	<u>Name of the Contact Person</u>	<u>Mobile No.</u>
01	Sumit Katkar. For any Information / difficulty Regarding online submission of tender	7745827385 7843024910
02	Technical Query : Shri : F. B. Agrawal Asstt. Registrar, Exam.Dept.	0257-2257305
03	General tender Equiry (Finance Dept.) Shri R.A.Patil, Asst.Section Officer, Purchase Office	0257-2257236

॥ अंतरी पेटवू ज्ञानज्योत ॥



कवयित्री बहिणाबाई चौधरी उत्तर महाराष्ट्र विद्यापीठ, जळगाव
Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon

E-TENDER NOTICE FOR SUPPLY OF GOLD MEDALS AND DIES

Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon invites tender for supply of Gold Medals and dies from Manufacturer, reputed Suppliers to participate in the competitive bidding process. For the detailed tender documents, interested bidder should visit <https://mahatenders.gov.in> and www.nmu.ac.in

The filled in tender must be submitted online on or before 12/12/2019 up to 15.00 hrs. Any extension of tender, corrigendum or change in schedule will be published only on above mentioned website.

REF :- NMU/8/ET/GM/804/2019

Date : 21/11/2019

(V. V. Katdare)
Offg. Finance and Accounts Officer

Instructions for filling of E-Tender

The Finance and Accounts Officers, Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon invites E-Tender for supply of Gold Medals and Dies from Manufacturer, reputed Suppliers. The details in this regard are given below.

1. Procedure to submit the tender: All eligible/ interested tenderer are required to be enrolled on portal <https://mahatenders.gov.in> before downloading tender documents and participate in e-tendering. The vendors should submit online tender in two bid system i.e. Technical Bid and Commercial/ Financial Bid BOQ (**BOQ Rate quoted inclusive of all taxes**)
2. Technical Bid : The technical bid shall contain the following documents. The Bidder must scan the documents and upload all these documents online with first page in technical bid Compulsorily. All the documents must be valid and self attested by bidder. Non-submission of following requested documents may lead to rejection of offers.

Sr.No.	Name of Document
I	Information of the bidder as per Annexure –A. (The same should be submitted on letter head of bidder)
II	Certificate of incorporation of company issued under the company act or by any other competent authority in case of proprietary / partnership firm etc.
III	Copy of GST. registration certificate
IV	Copy of PAN card
V	Copies of Income tax return filed during last three financial years. (2016-17, 2017-18, 2018-19)
VI	Copies of SSI / NSIC registration certificate. In case of Exemption in payment of Tender Fees/EMD is claimed. The related G.R./ circular should be uploaded
VII	Proof of annual turnover for the last three financial year as per Annexure- B
VIII	List of clients to whom the Gold Medal supplied mentioning the name, address, Landline. No. / Mobile No. of the clients with quantity and date of supply. Copies of supply/ work order should be uploaded.
IX	An affidavit that the bidder has never been black listed by any government department / government under taking /any other agency as per Annexure- C
X	Bidder's Declaration on letter head (as per annexure - D)
XI	Receipts of payment Cost of tender and earnest money deposit paid through Internet Banking
XII	Audited balance sheet & profit & Loss account of the company / firm duly audited by Chartered Accountant for last three financial years. (2016-17, 2017-18, 2018-19)
XIII	Full set of tender documents with seal and signature of bidder or his authorized representative on each page of the tender.

3. **Financial Bid** : The tendering authority will first open the Technical Bid documents of all bidders and after scrutinizing these documents will shortlist the Bidders who are eligible for Financial Bidding process. Otherwise the tender may be disqualified. Financial bid should be submitted online by vendor in the form of BOQ excel sheet given over www.mahatender.gov.in, the supplier shall fill up the column of rate per quantity offered by him.
4. Bidder should have valid Digital Signature Certificate (DSC) obtained from any Certifying Authorities.
5. The detail technical specifications of gold medals are provided in the tender documents.
6. The Technical and Financial bid shall be submitted online as per the schedule.
7. Bidder may be invited for discussion in University, if needed/required.
8. The Bidders are strictly advised to follow the dates and times allocated to each stage. As indicated in the time schedule. All the online activities are time tracked and the Electronic Tendering System enforces time-locks that ensure that no activity or transaction can take place outside the Start and End Dates and Time of the Stage as defined in the tender schedule. At the sole discretion of the Tender Authority, the time schedule of the Tender stages may be extended.
9. University reserves the right for change in the number of items to be maintained in Schedule.
10. Rate to be quoted should be mentioned at item wise in provided in Schedule (BOQ) by the bidder, more over the rate should not be quoted anywhere else in the tender booklet as well as in the blank pages.
11. The university reserves the right to decide whether to open or not open the commercial Bid of the supplier and no objection of any supplier shall be entertained on any ground what so ever it may be regarding this.
12. No Bid shall be accepted without payment by online earnest money deposit and cost of tender.
13. **The rate quoted in BOQ form should be inclusive of all taxes, making charges box ribbon etc.**
14. The rate should be offered for only the item as mentioned in the Schedule.
15. The rates quoted for the quantity other than specifications specified in the tender form shall not be considered for comparison of rate.
16. The University is not to bind to accept lowest tenders and reserve the right to accept/cancel any or all tenders without assigning any reason thereof.

Offg. Finance and Accounts officer

-: Technical, General Terms and Conditions of the tender :-

- 1) The online tender is called from Manufacturer reputed suppliers to Supply Gold Medals and Dies.
- 2) Bidder are compulsory required to submit all documents online as mentioned in Annexure-A If bidder fails to do so the financial bid of such bidder may not be considered / opened.
- 3) **Earnest Money Deposit & Cost of Tender:** - Vendors are required to pay **Rs.2600/-** (Rs. Two Thousand Six Hundred only) and **Rs.13,000/-** (Rs. Thirteen thousand only) towards Tender Fee and EMD respectively through Net banking.
- 4) **Security Deposit :** The successful tenderer to whom the supply / purchase order is given shall be required to deposit an amount equivalent to 5% of total value of purchase order (inclusive of all taxes, duties etc) as security deposit within 10 days from the date of the order. The security deposit will not carry any interest which shall be refunded after supply and successful completion of the work. If the bidder fails to keep the security deposit, then the second lowest quoted bidder will be issued the similar purchase order or the University with holds the total authority for the necessary action to be taken.

Cancellation of purchase Order: University reserves the right to cancel the purchase order in case tenderer fails to supply gold medals within the stipulated time given in the order. The University reserves the right to go for next lowest tenderer or other appropriate action will be taken.

If due to the above mentioned reason purchase / supply order is canceled, earnest money and security deposit shall be forfeited and also the tender may be allotted to the next lowest tenderer or the *university* reserves the right to take any other appropriate decision including legal action against the bidder to whom purchase order was given.
- 5) The Bid E.M.D. will be forfeited :-
 - a) If the bidder withdraws his bid during the period of bid validity specified in the bid.
 - b) In case of successful bidder, if the bidder
 - i) Fails to sign the contract/ agreement in accordance with the terms of the tender documents.
 - ii) Fails to furnish required performance security in accordance with the terms of tender document within the time frame specified by the client.
 - iii) Fails or refuses to honor his own quoted price for the product offer.
- 6) The successful bidder is required to execute an agreement on Rs.200/- stamp paper for supply, of the items as per the tender and cost of purchase order. The agreement should be registered with notary. The same should be submitted along with security deposit.
- 7) Conditional tender shall not be accepted.
- 8) F.O.R : -The rates quoted should be F.O. R the University Campus. The rate quoted by the bidder should inclusive of all the taxes, making charges, cost of box, ribbon etc.
- 9) **Payment :** 100% payment shall ordinarily be made within 30 days after satisfactory supply of gold medals. The payment will be made through RTGS/cheques only.
- 10) **Completion Period:** - The supply should be completed within 01 week from the date of receipt of purchase order. If the bidder fails to supply gold medals within the period prescribed for completion of work The University will entitle to recover penalty as liquidated damages @ 0.5% of total value of invoice each week or parts thereof during which the delay of such stores delays subject to maximum in limit of 5%.
- 11) North Maharashtra University, Jalgaon is not bound to accept the lowest and reserves the right to accept any tender or to reject or all tenders without assigning any reasons whatsoever.
- 12) Tender must submit with cost of tender documents and EMD only through '**INTERNET BANKING**'

- 13) Only online tender submitted through Government of Maharashtra portal for e-procurement will be consider. (<https://mahatenders.gov.in>)
- 14) Tender offer must be valid for a period of minimum 120 days from the date of opening of commercial / Financial bid. Any offer failing short of the validity period is liable for rejection.
- 15) **Jurisdiction:** The courts at Jalgaon alone will have the jurisdiction to try any Matter, dispute or reference between parties arising out of this tender/contract. It is specifically agreed that no court outside and other than Jalgaon court shall have Jurisdiction in the matter.
- 16) The University reserves the right to accept or reject any or all the tenders from any or all the parties without assigning reason thereof.
- 17) Offer should be complete in all respect. Incomplete offers would not be entertained.
- 18) The University reserves the right to delete/ increase/ decrease items from the schedule of requirement specified in the tender.
- 19) Gold and Silver used for making of gold medals.
- 20) The rates are inclusive of cost of velvet boxes, Ribbon and Packing charges.
- 21) You have to give the individual certificate of each gold medal in duplicate/triplicate regarding the proportion (i.e.quantity) of silver and Gold used for making gold medals and their purity.
- 22) The University(Examination Department) will provide you die of University monogram and dies of donors name.The same will be returned by you after completion of work.
- 23) List of gold medal recipients will also be provided by Examination Deptt.
- 24) Testing report of any Govt. Lab. will be required alongwith the invoice.

Offg. Finance and Accounts Officer

Information of the Bidder

Sr. No.	Particular	
1	Name of the Company/ Organization/firm	
2	Registered office Address, Telephone no., and E-mail ID	
3	Correspondence / Contact Address. Details of contact person name, designation, address, mobile no & e-mail ID.	
4	Type of the Organization /(Proprietary / Partnership/ Pvt. Ltd./PSU/Govt./Public Ltd) certified copy in respect of registration must be enclosed	
5	Year of establishment and Experience in business (In number of years)	
6	Annual Turnover 2016-17 2017-18 2018-19 (Certified copies of Annual Statement of Accounts i.e. Balance sheet & Profit Loss Account must be uploading)	
7	GST. Registration No..	
8	PAN Card No.	
9	Details of Bank – Name of Bank Account Type of Account Account Number IFSC Code MICR	
10	Capacity in which the bidder has signed the bid	

Signature & Seal of the Tenderer

॥ अंतरी पेटवू ज्ञानज्योत ॥

KAVAYITRI BAHINABAI CHAUDHARI

NORTH MAHARASHTRA UNIVERSITY, JALGAON-425001

(Technical Specification of Medal)

Sr. No.	Particular / Specification	Approx.Qty
01	Gold Plated Silver Medals	92
	Shape : Circular (with outer hook and wearing ribbon) Circular Diameter : 50 mm Weight : 27 gms. Material : Silver 25 gms , Gold 02 gms. (For plating) Purity : Gold- 24 Carat & Silver – 99.99% Obverse : Embossing of University Monogram. Reverse : Engraving / Embossing name of awardee and other details as provided by the University Medal Box : Size 10 cm x 10 cm x 3 cm. covered with velvet outside and stain cushioning inside Ribbon : One Metre	
2	Die for new medals.	02

Signature & Seal of the Tenderer

Annexure – C

Certificate of Annual Turn Over

Sr. No.	Financial year	Annual turnover (In Lac)
1	2016-17	
2	2017-18	
3	2018-19	

Seal & Signature of the
Chartered Accountants

Seal & Signature of the
bidder authorized representative

Annexure -D

**DECLARATION REGARDING BLACKLISTING / DEBARRING FOR TAKING
PART IN TENDER.**

**(To be executed & attested by Public Notary / Executive Magistrate on Rs.100/- non
judicial Stamp paper by the bidder)**

I / We _____ Manufacture / Partner(s)/ Authorized Distributor /agent of
M/S. _____ hereby declare that the firm/company namely
M/s. ----- has not been blacklisted or debarred in the past by Union / State
Government or by any other organization from taking part in tenders in India.

Or

I / We _____ Manufacture / Partner(s)/ Authorized Distributor /
agent of M/s. -----hereby declare that the Firm
/company namely M/s.----- was blacklisted or debarred by Union / State
Government or any Organization from taking part in tenders for a period of _____ years
w.e.f. _____ to _____. The period is over on _____ and now the
firm/company is entitled to take part in tenders.

In case the above information found false I / we are fully aware that the tender/ contract will be
rejected/cancelled by University and EMD / SD shall be forfeited. In addition to the above University will
not be responsible to pay the bills for any completed / partially completed work.

DEPONENT

Name_____

Address _____

Attested:

(Public Notary / Executive Magistrate)

Bidder's Declaration

E- TENDER DOCUMENTs FOR GOLD MEDALS

Ref.No.. : NMU/8/ET/GM/804/2019

I hereby certify that I have gone through all the information and terms and conditions stipulated in the tender document and hereby confirm to abide by the same. I also hereby certify that the rates quoted in financial/ commercial bid (BOQ) are not more than the rate charged to any other Institution/ Department / Organization.

Signature : -----

Name of signatory : -----

Seal of the bidder