



॥ अंतरी पेटवू ज्ञानज्योत ॥

**Kavayitri Bahinabai Chaudhari
North Maharashtra University, Jalgaon**

E-TENDER NOTICE

Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon invites E-tender for **Three Year Service Contract of Diesel Generator Sets** from Reputed and experienced KOEL service providers 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 tender must be submitted online on or before **23/11/2020** up to **15.00** hrs. Any extension of tender, corrigendum or change in schedule will be published only at above mentioned website.

Ref.: KBCNMU/10/E-171-3/DG Set E-tender/200/2020

Dr. V.V.Katdare

Date : 28/10/2020

Offg. Finance and Accounts Officer

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Grade-A(3.11)
NAAC ACCREDITED IIIrd cycle

KAVATYITRI BAHINABAI CHAUDHARI
NORTH MAHARASHTRA UNIVERSITY, JALGAON

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JALGAON- 425 001

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E- TENDER DOCUMENTS FOR THREE YEAR SERVICE
CONTRACT OF DIESEL GENERATOR SETS.

REF :- **KBCNMU/10/E-171-3 D.G.SET E-Tender/ /2020**

FOR MORE DETAILS VISIT THE PORTAL OF

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

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E- TENDER DOCUMENTS FOR THREE YEAR SERVICE CONTRACT OF DIESEL GENERATOR SET.

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Tender Schedule and Contact details (AMC)

Sr.No.	Key Days of the tender	Start date & time	End date and time
01	Tender Release	30/10/2020 17.30 hrs.	----
02	Tender documents downloading	31/10/2020 10.00 hrs.	23/11/2020 12.00 hrs.
03	Online submission	02/11/2020 10.00 hrs.	23/11/2020 15.00 hrs.
04	Technical Bid opening	25/11/2020 16.00 hrs.	----
05	Opening of eligible tenderer 's Financial Bid	28/11/2020 11.00 hrs (If Possible)	----

Contact below if any query

- 1) Sumit Katkar. : 7745827385
For any Information / difficulty : 7843024910
Regarding online submission of tender
- 2) General query : 0257-2257259-260
(Const. Elect .Section)
- 3) Shri.S.P.Nemade,, Jr.Engineer : 9423487890

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**KAVAYITRI BAHINABAI CHAUDHARI
NORTH MAHARASHTRA UNIVERSITY, JALGAON**

**E- TENDER DOCUMENTS FOR THREE YEAR SERVICE
CONTRACT OF DIESEL GENERATOR SETS.**

Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon invites tender for Three Year Service Contract of Diesel Generator Sets from the reputed and experienced KOEL Authorized service providers / original equipment manufacturer (OEM'S) to participate in the competitive bidding process. For the detailed tender documents, interested bidder should visit [https:// mahatenders.gov.in](https://mahatenders.gov.in) and www.nmu.ac.in

The filled in tender must be submitted online on or before **23/11/2020 up to 15.00 hrs.** Any extension of tender, corrigendum or change in schedule will not be published in News paper; it will be published only at above mentioned website only.

Ref.: **KBCNMU/10/E-171-3 D.G.SET E-Tender/200/2020**

Date : **30/10/2020**

(Dr.V.V.Katdare)

offg.Finance and Accounts Officer

Copy to : 1) The public Relation Officer, This University-With a request to publish the said e-tender Notice in _____

(All Maharashtra)

- 2) The Systems Analysts, School of Computer Sciences, KBCNMU, Jalgaon (to upload the tender document on university website)
- 3) Notice Board, Finance Departments, KBCNMU, Jalgaon
- 4) Notice Board, Construction Departments , KBCNMU, Jalgaon

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 Three Year Service Contract of Diesel Generator Sets from the reputed and experienced only KOEL Authorized service providers / original equipment manufacturer (OEM'S) having 3-5 years experience / KOEL machine D.G. Sets . The details in this regard are given below.

1. Procedure to submit the tender: All KOEL 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 Financial Bid. (BOQ)
2. Technical Bid : The technical bid shall contain the following documents. The Bidder must upload scanned copies all these documents online as a part of technical bid. All the documents must be valid and self attested / certified 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 the bidder)
II	Certificate of Registration Incorporation of firm
III	Copy of GST Registration Certificate
IV	Copy of PAN card
V	Copies of Income tax return filed during last three financial years.
VI	Authorization certificate / letter from only KOEL Original equipment manufacturer that the bidder is authorized only KOEL service provider for Diesel Generator Sets and spare part will be made available through OEM and they will provide all backup support
VII	Copies of SSI / NSIC registration certificate if exemption is claimed for payment of earnest money deposit.
VIII	Proof of annual turnover for the last three financial year as per Annexure- B
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	Printed price list of spare parts to be submitted at university office if online submission is not possible .
XI	Bidder's Declaration on letter head as per Annexure –D
XII	List of Clients with whom the bidder has AMC of Diesel Generator Set during the period of last three years. Annexure- E
XIII	Receipts of payment of Cost of tender and earnest money deposit paid through Internet Banking
XIV	Audited balance sheet & profit & Loss account of the company / firm duly audited by Chartered Accountant for last there financial years.
XV	Full set of tender documents with seal and signature of bidder 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 unit offered by him.
4. Bidder should have valid Digital Signature Certificate (DSC) obtained from any Certifying Authorities.
5. The list of Diesel Generator set to be covered under Three Year Service Contract is provided in the tender documents.
6. The Technical and Financial bid shall be submitted online as per the schedule.
7. University has the right to split the purchase order to more than one vendor/firms quoting lowest tender amount. The supplier may be invited for negotiations 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 appropriate place 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 financial 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 quoted rate should be inclusive of all taxes, (GST / Service tax) .
14. The rate should be offered for only the item as mentioned in the Schedule.
15. 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.

Finance and Accounts officer

General Terms and Conditions of the tender

- 1) The online tender is called for Three Year Service Contract of Diesel Generator Sets from reputed and experienced KOEL authorized service providers / original equipments manufacturer (OEM)
- 2) **Earnest Money Deposit & Cost of Tender:** - Vendors are required to pay **Rs.2,000/-**(Rs. Two Thousand only) and **Rs.10,000/-** (Rs. Ten Thousand only) towards Tender Fee and EMD respectively through Net banking .
- 3) **Security Deposit:** The successful bidder to whom the Three Year Service contract is awarded shall be required to deposit an amount of **Rs 25,000/-(Rs. Twenty Five Thousand only)** as security deposit within 7 days from the date of awarding contract. The security deposit will not carry any interest which shall be refunded beyond two months after expiry of the contract. If the bidder fails to keep the security deposit, then the second lowest quoted bidder will be awarded the contract or the University with holds the total authority for the necessary action to be taken. Security deposit shall be forfeited in case of breach of contract.
- 4) **Cancellation of Service Contract :-** University reserves the right to cancel the Three Year Service Contract in case bidder fails to provided satisfactory services during the period of contract. 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 Service Contract is canceled security deposit shall be forfeited and also the contract 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 the annual maintenance contract was awarded.

- 5) The Bid E.M.D. will be forfeited :
 - a) If the bidder withdraws, altered his bid during the period of bid validity specified in the bid.
 - b) In case of successful bidder, if the bidder fails or refuses to accept Three Year Service Contract awarded to him.
- 6) Conditional E-tender shall be rejected out rightly.
- 7) **Payment** : The payment of Service Contract charges will be made on Yearly basis after end of each Year and receipt of satisfactory service report from concerned departments. The payment of required spare parts replaced for servicing will be paid as per company price list alongwith bill of that year . The payment will be made by after deducting TDS as applicable at the time of payment. If performance is not found satisfactory payment for that year will be forfeited and if unsatisfactory performance is continued then contract is liable to be terminated.
- 8) **Preventive Maintenance:** The service providers shall attend preventive maintenance at least once in month for each Generator even though no complaint received.
- 9) **Corrective Maintenance:** The service provider shall attend promptly within 12 working hours on receipt of complaint. However the old spares parts will be handed over to University concern Engineer / Department.
- 10) **Regular Maintenance:** Regular maintenance with special cleaning of the Diesel Generator Set from outside and inside with liquid cleaner would be carried out on monthly basis or as and when required.
- 11) The Service Contract will be include maintenance regularly services of the Diesel Generator Set. Service support contract covers labour charges only , Spare parts consumables used during servicing will be charged at actual as per Company Price List for keeping the Diesel Generator Sets in working conditions and free from any defects/ disturbance.
- 12) The Service Contract shall exclusive of consumables items i.e. Oil, Filter and Air filter & required spares.
- 13) The vendor may inspect the machines on any working days from **10.00 AM to 5.30 PM** before submitting the online E-tender.
- 14) All the machines must be serviced onsite at the location of Diesel Generator Set and in the presence of the users and provide a copy of call / service report to the users after getting his signature over it indicating the details of spares parts replace and service provided by the engineer.

- 15) All the complaint should attend within 2-3 working hours, failing which an appropriate penalty for not attending the complaint will be charged. The quantum of penalty to be charged will be decided by the University
- 16) The Service Contract rates mentioned in this contract will be valid for a period of Three year from the date of agreement.
- 17) The bidder should quote Three Year Service Contract charges inclusive of all taxes (GST / Services tax) . Nothing will be paid extra by KBCNMU for increase in such taxes even if imposed or levied either before / after the tender are opened.
- 18) Only online tender submitted through Government of Maharashtra portal for e-procurement will be consider. (<https://mahatenders.gov.in>)
- 19) Tender offer must be valid for a period of minimum 120 days from the date of opening / downloading of Financial bid for the purpose of acceptance and award of contract. Any offer failing short of the validity period is liable for rejection.
- 20) The University reserves the right to accept or reject any or all the tenders from any or all the parties without assigning reason thereof.
- 21) The University reserves the right to delete/ increase/ decrease items from the schedule of requirement specified in the tender.
- 22) The successful bidder will have to enter an agreement with KBCNMU within 7 days from the date of receiving the letter of awarding the contract. The agreement should be on stamp paper of Rs.100/- . The cost of stamp paper will be borne by the contractor. The agreement should be register with notary.
- 23) The tender which do not fulfill all or any of the conditions or are in complete in any respects, are liable to summarily rejected.
- 24) The details of all minor / major /routine /preventative repair / maintenance job under taken including replacement of spares parts shall be entered into the service report.
- 25) Complaint feedback / performance report- The contractor will maintain all records of the complaints in a register. The format of the register is enclosed as Annexure-D
- 26) One month notice will be given by either party for termination of the contract during the tenure of contract for breach of any terms and conditions of contract.
- 27) The firm must have previous experience in maintaining hardware and expertise in preventative on site maintenance and repair of Diesel Generator Set and accessories in government organization / Universities / PSU's. provide the details of AMC performed during the last three years in the pro forma as per Annexure -F
- 28) The Service Engineer / Engineers deployed shall be responsible for preventative and corrective maintenance of all generators covered under AMC. The NMU will not be responsible any damages, losses, claim, financial or other injury to any service engineer / persons deployed by service providing by agency in the course of their performing the functions / duties.
- 29) Monthly visit for complete checkup as per contract will be checked by Electrical Engineer / Executive Engineer. The service engineer/ engineers provided by service agency should be skilled and technically qualified and trained in repair and maintenance of Diesel Generator Set .
- 30) **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.

Finance and Accounts officer

**List of Diesel Generator Set to be covered under
Three Year Service Contract.**

Sr.No	D.G. Set Location	Make	KVA Rating	Engine Type	Sr. Number
01	Car Parking Site DG	Kirloskar	125 KVA	6R1080T	6H.3502-0400114
02	Electric Substation DG-1	Kirloskar	125 KVA	6R1080TA	6H.3501-0601485
03	Electric Substation DG-2	Kirloskar	125 KVA	6R1080TA	6H.3501-0601486
04	Well No.3 DG	Kirloskar	125 KVA	6R1080TA	6H.3545-01200290
05	Sport Complex DG	Kirloskar	125 KVA	6R1080TA	6H.3552-01200339
06	Convocation Hall DG	Kirloskar	125 KVA	4K1080TA	G2.1080-1620673
07	Car Parking Site DG	Kirloskar	250 KVA	6SL1500TA	F6.8736-1620080

Finance and Accounts Officer

Annexure –A**Information of the Bidder**

Sr. No.	Particular	
1	Name of the Firm / Company / organization	
2	Office Address, Telephone No., and E-mail ID	
3	Name & Designation of the person signing the bid	
4	Type of the Organization /(Proprietary / Partnership/ Pvt. Ltd./PSU/Govt./Public Ltd)	
5	Year of establishment and Experience in business (In number of years)	
6	Annual Turnover 2017-18 2018-19 2019-20	
7	GST Registration No.	
8	Service Tax Registration No.	
9	PAN Card No.	
10	<u>Bank Account Details :-</u> Account Name Account Number Name and address of Bank IFSC Code MICR Code	
11	Capacity in which bid is signed by the bidder (Proprietor/ Partner / Director)	

Signature & Seal of the Bidder

Annexure –B

Certificate of Annual Turn Over

Sr.No.	Financial year	Annual turnover (In Lakh)
1	2017-18	
2	2018-19	
3	2019-20	

Seal & Signature of the
Chartered Accountants

Seal & Signature of the
bidder authorized representative

Annexure –C

DECLARATION REGARDING BLACKLISTING / DEBARRING FOR TAKING PART IN TENDER.

(To be executed & attested by Public Notary / Executive Magistrate on Rs.20/- non judicial Stamp paper by the bidder)

I / We _____ Manufacture / Partner(s)/ Authorized Distributor service provider 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 / Service provider 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)

Annexure-E

Bidder's Declaration

**E- TENDER DOCUMENTS FOR THREE YEAR SERVICE
CONTRACT OF DIESEL GENERATOR SET.**

Ref.No. : KBCNMU/10/E-171-3 D.G.SET E-Tender/ /2020

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 bid (BOQ) are not more than the rate charged to any other Institution / Department / Organization.

Signature : -----

Name of signatory : -----

Seal of the bidder

