

**CENTRAL UNIVERSITY OF GUJARAT, GANDHINAGAR**

**SHORT TENDER NOTICE**

**(Tender No.CUG/GM/2016/01-04)**

Sealed Tenders are invited by SPEED POST/COURIER/DROP-IN from contractors, agencies, firm, and service providers for undertaking various kinds of Painting Work in CUG – (CUG/GM/2016/01)

The tender documents are available in our Website: [www.cug.ac.in](http://www.cug.ac.in) from 31<sup>st</sup> August, 2016 till 8.09.2016. Award of Tender will be on 09.09.2016.

**(Registrar)**

**CHECK LIST OF THE TENDER ENQUIRY**

<b>S.no.</b>	<b>Document</b>	<b>Page No. *</b>	<b>Remarks (To be filled by office)</b>
1	Tender Fees		
1	EMD (Draft)		
2	Forwarding Letter of the firm		
3	Duly signed Tender Enquiry		
4	Annexure – II of T.E. (Duly filled, signed and sealed)		
5	Annexure – III of T.E. (Duly filled, signed and sealed)		
6	A copy of PAN / TIN no.		
7	Any other document(s)		

\*All the documents should be having running page number say if the total documents have 50 pages, the first document should be page numbered as 01 and the last document should be page numbered as 50.

Signature of the Tenderer with seal

# Central University of Gujarat

Sector-29 & 30, Gandhinagar -382030

(Maintenance Section)

## TENDER ENQUIRY

Dated: 31<sup>st</sup> August, 2016

Tender No.	F. No. CUG/GM/2016/01
Tender Notice issued by	Registrar
Tender to be opened on	09.09.2016

1. Duly sealed tenders are invited on behalf of the President of India for Annual contract for various kind of painting & white washing in Central University of Gujarat, Gandhinagar.
2. In case you are interested in undertaking the said work and have the capacity and competence to perform it and **experience of atleast one year (to be supported with documentary evidence) without which tender will be ignored**, you may please submit your lowest quotation in a sealed envelope to **The Registrar, Central University of Gujarat, Sector-29, Gandhinagar-382030**. The quotations in sealed cover should be dropped in the "Tender Box" kept at the Reception of this office, before 01.00 PM on 09.09.2016. The cover containing the quotation should be super scribed as under:

### "Quotation For Annual Contract For Various Kinds of Painting Work in CUG for The Year 2016-17"

Opening date at 4.00 PM on 09.09.2016

3. A list of offices where such jobs have been undertaken with documentary proof of having performed them satisfactorily should be furnished with the tender as required in Annexure-II.
4. Any Cutting/Overwriting/Erasing in the rates will render the entire tender invalid.
5. The tender should be accompanied by a Tender Fee DD in of Rs. 200/-. The Tender fees can also be deposited to Canara Bank A/c No.599132000003 of CUG Branch. It should also have accompanied an Earnest Money Deposit (EMD) of Rs. 10,000/- (Rupees Ten thousand only) in the form of Demand Draft from a scheduled bank drawn in favour of Finance Officer, Central University of Gujarat. In the absence of EMD the tender shall be rejected summarily. The earnest money shall be refunded to the unsuccessful Tenderers after finalization of the contract. It shall be refunded to the successful bidder on receipt of performance security mentioned in clause 6 below.

6. Successful Tenderer will have to deposit a performance security of Rs. 15,000/- (Rs. fifteen thousand only) in the shape of Fixed Deposit Receipt (FDR) within a month of award of work. Security money will be forfeited, if the firm fails to perform any of the terms and conditions of the contract or the work is found unsatisfactory.
7. Submission of tender will signify the acceptance of all terms and conditions of the contract as above. It will not be obligatory for this office to accept the lowest quotation & no explanation shall be given for the cause of rejection of quotation to any tenderer.
8. This office reserves the right to reject/any/all tender (s) without assigning any reasons whatsoever. Canvassing in any form will be considered as disqualification from award of contract.
9. Please also see Annexure -I for terms and conditions of the contract, Annexure -II to be filled by the tenderer(s) giving their details. Annexure-III for details of rates for various kinds of painting work.

**Prof. S. L. Hiremath**  
Registrar  
Central University of Gujarat  
Tel. 23977407

I hereby accept all the terms and conditions mentioned above.

Date:

Signature of the Tenderer with seal

**The Annual Contract shall be governed by the following terms and conditions: -**

- I. The job should be done within reasonable time frame in accordance to the instructions w.r.t. area, colour and shade etc. given by Maintenance Section to the satisfaction of this office. The successful tenderer has to provide skilled worker(s) whenever required by this office (also on holidays).
- II. Consolidated contract will be given to the firm who is eligible in all respect.
- III. The period of contract will be for one year from the date of award of contract and may be extended / foreclosed at the discretion of the University.
- IV. The tender should be accompanied by an Earnest Money Deposit (EMD) of Rs. 10,000/- (Rupees two thousand only) in the form of Demand Draft from a scheduled bank drawn in favour of Finance Officer, Central University of Gujarat. In the absence of EMD the tender shall be rejected summarily. The earnest money shall be refunded to the unsuccessful Tenderers after finalization of the contract. Successful Tenderer will have to deposit a performance security of Rs. Rs. 15,000/- (Rs. Fifteen thousand only) in the shape of Fixed Deposit Receipt (FDR). The performance security should be furnished within one month of awarding the contract with validity beyond 60 days of the expiry of the contract. Performance security would be released after satisfactory completion of the contract and after adjusting the dues, if any.
- V. The successful tenderer has to reply within 24 hours to any problem occurred in respect of the work awarded in the contract. If the contractor fails to serve within stipulated time limit, he shall be penalized @ 0.5% of the bill amount as raised in the bill submitted by the contractor. If the failure continues, contract would be cancelled & performance security will be forfeited.
- VI. The successful contractor shall be required to do the work, during the entire period of contract as per the approved rates on the basis of the quotation. If for any reason, the firm is not able to do so, the work shall be got done from some other firm from the open market at the cost of the contractor and the expenditure incurred therein shall be recovered from the contract holder firm. If the failure continues, this office may take action(s) viz. forfeiture of performance security, cancellation of contract & blacklisting of firm as deemed fit by this office against the firm.
- VII. The Payment of the contract charges that depends solely on the performance shall be made on submission of bill (pre receipted) in duplicate subject to satisfactory job report.

- VIII. CUG shall be within its competence to requisition the services of the contract holder on Sunday, holidays and beyond the office hours without payment of any additional remuneration, should any eventuality arise, during the currency of the contract.
- IX. All tools and materials will be provided by the successful tenderer at their own cost/labour.
- X. Any dispute arising out of the contract shall be referred to the Vice Chancellor, Central University of Gujarat, Gandhinagar and the award of the Vice Chancellor shall be final and binding on both the parties.
- XI. The work under this contract may not exceed to Rs.10/- lacs at once and at any point of time.
- XII. The charges shall be mentioned in figures and in words. There should not be any erasing or over-writing whatsoever.
- XIII. You are requested to read and understand the terms and conditions of the contract mentioned in the foregoing paragraphs before sending your quotations, as no violation of the aforesaid terms and conditions shall be permitted once the quotation is accepted by this office.
- XIV. The quotation will be opened at 4.00 PM on 09.09.16 in one of the room in the Administrative Block of the University at Sector-29, Gandhinagar.

**Prof. S. L. Hiremath**  
Registrar  
Central University of Gujarat  
Tel. 23977407

**PARTICULARS TO BE FURNISHED BY THE AGENCY**

1. Name of the Agency :
2. Address of the Agency:
3. Name of the proprietor of the Agency:
4. Telephone No. of Agency and Proprietor:
5. Details of Organization/Department/University/Institute in which the Agency had worked earlier as mentioned in this Tender:-

S. no.	Name of the Organization / Department / University / Institute (Attach copy of Contract)	Year	Name/Contact no. of the Officers of Client Ministry/Department

6. PAN/TIN number of the agency:
7. EMD's Draft number, Date and name of the Bank:

This is certified that the above facts are true, complete and correct to the best of my knowledge and belief. This is also certified that this Agency is not black listed by any Government Department nor any criminal case is registered/pending against the Agency/Firm or its owner/partner anywhere in India. It is certified that I/We have read and understood the terms and conditions of the Tender Notice F. No. CUG/GM/2016/01 dated 31.08.2016 and will abide by them till the completion of the contract period.

Dated:

Place:

(Signature of Proprietor)

Seal of the firm/Agency

### QUOTATION PROFORMA

Rates for Annual Contract for panting work

Sl. No.	Description of Work	Rate (sq. feet)
1	Removing white or colour wash by scrapping and sand papering and preparing the surface smooth including necessary repairs to scratches etc. complete	
2	White washing with lime to give an even shade :	
	Old work (two or more coats)	
3	Removing dry or oil bound distemper, water proofing cement paint and the like by scrapping, sand papering and preparing the surface smooth including necessary repairs to scratches etc. complete	
4	Providing and applying white cement based putty of approved brand and manufacturer, over the plastered wall surface to prepare the surface even and smooth complete.	
5	Distemping with 1st quality acrylic washable distemper (readymade) of approved manufacturer and of required shade and colour complete. As per manufacturer's specification.	
	One or more coats on old work	
6	Finishing walls with Acrylic Smooth exterior paint of required shade:	
	Old work (One or more coat applied @ 0.90 ltr/10 sqm).	
7	Painting with synthetic enamel paint of approved brand and manufacture of required colour to give an even shade:	
	One or more coats on old work	

**Note: Rates of above items inclusive of all taxes (Except Service Tax) with all material labour & T&P**



