



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY
SECTOR 16C, DWARKA, NEW DELHI – 110078

Phone No. 011-25302149
011-25302150

GGSIPU/Purchase/GH-II./2013-14/351
04.06.2013

Dated:

To,

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NOTICE INVITING QUOTATION

You are requested to submit your offer in **sealed cover** for supply and installation of Sanitary Waste Management Services and Automatic Sanitary Pad Vending Machine of the University as per details given below:

Name of Work	supply and installation of Sanitary Waste Management Services and Automatic Sanitary Pad Vending Machine of the University for Guru Gobind Singh Indraprastha University, Sector 16C, Dwarka, New Delhi – 110078
Last Date, Time and Venue for submission of tender	Latest by 24.06.2013 at 01.00 P.M. in the office of In-Charge (Purchase), Ground Floor, Library Block, GGSIP University, Sector 16C, Dwarka, New Delhi – 110078
Earnest Money Deposit	5,000/- (Five Thousand only)
Completion period of the work	Maximum 15 days (Fifteen Days)
Opening of offers in presence of the authorized representatives of bidders, if any.	24.06.2013 at 02.30 PM In-Charge (Purchase), Ground Floor, Library Block, GGSIP University, Sector 16C, Dwarka, New Delhi – 110078

This enquiry has also been uploaded on **University website (www.ipu.ac.in)**. **Detailed Specifications and quantity are as under:-**

S. No.	Name of items	Specification	Qty.	Monthly service charges per unit (inclusive taxes)	Total Amount (inclusive taxes)
1.	Sanitary Waste Management Services	Capacity-120-150 pads Frequency of changing and servicing of Unit will be filled or 15 days which ever earlier	18		

S. No.	Name of items	Specification	Qty.	Rate per piece (inclusive taxes)	Total Amount (inclusive taxes)
1.	Automatic Sanitary Pad Vending Machine	Capacity-50-100 pads	02		
		Per pad cost Brand/name of the company			

Total Amount (in fig)Rs. _____ Amount in words _____

Eligibility:-

1. Certificate of Authorized dealership/distributor/manufacturer. (in case of manufacturer, they will self certify so. Authorized dealers/distributor shall attach attested copies of dealership/distributorship certificates issued by the manufacturer)
2. Undertaking by the agency in its Letterhead that:-
 - a. that it has not been barred or blacklisted by any of the Central/State Government/Departments/Organizations/Central or State PSU
 - b. that it will ensure fair trade practice.
 - c. that the proprietor/partners of the agency have any relative employed with GGSIP University.
3. Should have valid registration with DVAT Deptt. of Govt. of Delhi
4. That the item(s) supplied under this contract shall have on-site and comprehensive warranty for 36 months from the date of supply (Sanitary Waste Management Services and Automatic Sanitary Pad Vending Machine).
5. Vender/bidder should have experience of at least three year for selling and management of disposal of the above mentioned items. Vender/bidder should have executed the services at minimum 5 Higher Educational institutions/University. This should be certified by an officer of the client organization not below the rank of Executive Engineer/Director/ Administrative Officer/Registrar/Dy. Registrar on their letter-head.
6. Should have valid NOC's for the respective Govt. Department authorized for the disposal or waste management.
7. All items must be quoted, the total order will be "**treated as a package**" and lowest bidder will be considered as an average of all items.

Terms & Conditions:-

- (1) Bids without EMD will be summarily rejected.
- (2) Conditional Bids will be summarily rejected.
- (3) Bids received after due date & time shall be summarily rejected.
- (4) Rate must be quoted in Indian Rupees only net in figures & words inclusive of taxes, levies, cartage handling, loading, unloading etc.
- (5) Delivery :- F.O.R. GGSIP University, Sector 16 C, Dwarka, New Delhi
- (6) Delivery period:- 30 days from the date of supply order issued.
- (7) The successful bidder have to submit a Performance Security Deposit @ 10% of the quoted value in the form of Demand Draft/Pay order drawn in favour of Registrar, GGSIPU, Delhi within 7(seven) days of the communication accepting the bid. EMD shall be adjusted toward Performance Security Deposit. The Performance Security Deposit shall be refunded without interest after completion of the warrantee period.
- (8) In case the successful bidder fails to deposit the Performance Security within the stipulated 7 (seven) days of the communication accepting the bid, the EMD shall be forfeited to GGSIP University absolutely.
- (9) No advance payment will be made by the University.
- (10) The rates of successful bidder will be valid for 12 months from the date of issue of letter of acceptance.
- (11) The EMD will be refunded to the unsuccessful Agencies after the finalization of tender.
- (12) Incase the successful Agency fails to undertake work, the university will forfeit the EMD/ performance security deposit of the Agency.
- (13) In case the successful bidder fails to supply the item(s) within the delivery period, a sum equal to 0.5% of the contract price per week or part thereof until the actual delivery subject to maximum of 10% of the value of supply order shall be deducted.
- (14) The payment will be made after delivery and satisfactory installation of the equipment.
- (15) Taxes etc., if any, leviabale shall be deducted at source.
- (16) The validity of the bid will be 120 days from the date of opening of financial bids. During the validity period, the successful bidder shall not be allowed to withdraw. In case of withdrawal, the EMD shall be forfeited to GGSIP University absolutely and no claim shall be admitted in this regard. Such bidder shall not be allowed to participate in the re-quotationing process.
- (17) Deviation in the quantity of work from the proposed quantity will be acceptable to the bidder at the same rates and terms & conditions.
- (18) University reserves the right to reject any or all the bids or accept them in part or reject the lowest bid without assigning any reason.
- (19) Unauthorized substitution or materials delivered in error of wrong description or quality or supplied in excess quantity or rejected goods shall be returned to the bidder at bidder's cost & risk.

- (20) The successful bidder shall make all arrangements towards safe and complete delivery at the designated location indicated in the supply order. Such responsibility on the part of the bidder will include taking care of insurance, freight, state level permits etc. as applicable.
- (21) In case of any dispute relating to meaning, scope, manufacturing, operation or effect of this contract or the validity or the breach thereof, University and the contractor shall make every effort to resolve amicably by direct discussion/negotiation.
- (22) In case the dispute cannot be settled amicably within 30 days of the raising of dispute by either party, either party may seek settlement of the dispute by arbitration in accordance with the provisions of the Arbitration & Conciliation Act, 1996 and the award made in pursuance thereof shall be binding on all the parties. The sole arbitrator shall be appointed by Vice Chancellor, GGS Indraprastha University.
- (23) The performance under this contract shall not be stopped for any reason whatsoever during the said dispute/proceedings unless the contractor is specifically directed to do so by the University.
- (24) The venue of arbitration proceedings shall be Delhi/New Delhi. The language of proceedings shall be English. The law governing the substantive issues between the parties shall be the Laws of India. All disputes are subject to Jurisdiction of Delhi Courts only.
- (25) It is also a term of the contract that if any fee payable to the arbitrator, shall be paid equally by both the parties. It is also a term of the contract that the arbitrator shall be deemed to have entered in the reference on the date he/she issues notice to both the parties calling them to submit their statement of claims and counter statement of claims.
- (26) Force Majeure.
For purpose of this clause, 'Force Majeure' means an event beyond the control of the contractor and not involving the contractor's fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of the University either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargo.
If a Force Majeure situation arises, the contractor shall promptly notify the University in writing of such conditions and cause thereof. Unless otherwise directed by the University in writing, the contractor shall continue to perform its obligations under this contract as far as reasonably practical and shall seek all reasonable alternative means for performance not prevented by Force Majeure event.

(Col. (Retd.) P.M. Bedekar)
In-charge (Purchase)