



UNIVERSITY OF CALCUTTA

Office of the Engineer  
Darbhanga Building  
87/1 College Street  
Kolkata- 700073

NOTICE INVITING QUOTATION

University of Calcutta invites sealed quotation from resourceful and bona fide contractors for the following work

1.	N.I.Q. No	:	Eng/EQ- 266/20-21	Dated: 18/02/2021
2.	Name of Work	:	Comprehensive AMC (inclusive of all spares) of <b>119 Nos.</b> (73-Window , 46-Split) of A.C Machines at C.U Alipore Campus. Kolkata – 700027	
3.	Estimated Cost	:-	x	
4.	Earnest Money	:-	A sum of 5% of the quoted amount in the form of CTS demand draft in favour of University of Calcutta payable at Kolkata is to be attached with the Tender as earnest money failing which the tender will be treated cancelled. The earnest money will be returned to unsuccessful tenders on application after issuing of work order to the successful bidder. In case of successful tender the EMD will be returned on application after an equal amount of security deposit is deducted by the University from the running bills/final bill as per norms. EMD will be exempted for registered vendor under MSME/NSIC having relevant trade license for similar nature of job.	
5.	Time of completion	:-	12 Months.	
6.	Eligibility Criteria	:-	Valid trade License , GST & Pan and credential for satisfactory completion of similar nature of job. Amounting 75 % of the estimated value in a single tender in the last three financial year . Government, Government Undertaking and University of Calcutta credentials are accepted. (Only completion certificate of the work should be treated as Credential.	
7.	Issue of tender papers	:-	TO BE DOWNLOADED FROM WEBSITE ( <a href="http://www.caluniv.ac.in">www.caluniv.ac.in</a> ).	
8.	Last date and time of tender submission	:-	01/03/2021 (up to 2PM)	
9.	Date and Time of Tender Opening	:-	On 01/03/2021 ( at 3.00 PM) or after	

N.I.Q no., Name of work and the date of opening should be written on the sealed envelope otherwise quotation will not be opened thus cancelled.

UNIVERSITY ENGINEER (C.U)



## UNIVERSITY OF CALCUTTA

NOTICE INVITING QUOTATION NO.- Eng/EQ- 266/20-21

Dated: 18/02/2021

Name of the work: -Comprehensive A.M.C (Inclusive of all spares) of 119 Nos ( 73Nos.-Window type & 46 Nos.Split type) A.C Machines at C.U ,Alipore Campus , Kolkata – 700027.

Name of Agency:-

Address of Agency:-

Rate quoted by Agency: - .....

Signature of the Agency with date & stamp:-



# UNIVERSITY OF CALCUTTA

Quotation No: - Eng/EQ- 266/20-21

Dated: 18/02/2021

## TENDER AND CONTRACT FOR WORK

### GENERAL TERMS AND DIRECTION FOR THE GUIDANCE OF CONTRACT

1. Eligible quotationers will have to download the tender papers from the website & drop the filled quotation papers signed with seal and date at every page along with copy of valid trade license, GST & PAN and Credential for satisfactory completion of similar nature of job amounting to at least 75% of the job value in a single tender from any Government, Govt. undertaking or University of Calcutta in the last three financial year(only completion certificate of the work should be treated as Credential) in sealed envelope in the Tender box kept in the Office of the undersigned. The quotationers must write the name of the work, NIQ. No. , the date of opening and name of the bidder on the envelop failing which the tender will not be opened thus will be treated as cancelled.
2. The rate should be quoted after inspection of the site and inclusive of all incidental charges i.e. freight, insurances, labour insurances, handling charges, necessary government taxes, duties etc. as well as the Water, Electricity charges which are to be paid as per rules.
3. The contractor shall be responsible to ensure compliance with the provision of minimum wages act 1948 as modified up to date and the rules made in respect of any employees, employed by the contractor directly or through the petty or subcontractor for the purpose of carrying this contract. The contractor shall be responsible for any damage, injury or loss caused by the work or workmen to any person, animal or material during the progress of work.
4. Liquidated damage will be charged to the contractor if they fail to complete the work within the stipulated time, 0.01% per day to a maximum limit of 05 % of the contract value.



5. The allotted time period for completion of the work is **12 Months** from the date of receipt of work order .Time is the essence of this contract. Normally no time extension will be granted. In case of prayer for extension of time the University authority has the full right reserved to grant it or discard it.

6 (a) The University authority will retain a sum amounting to 10% of the bill of the contract for a period of six months from the date of completion of work as Security Deposit. The same will be released after a period of six months from the date of completion of the work on application.

7.5% of the quoted amount in the form of CTS demand draft in favour of University of Calcutta payable at Kolkata is to be attached with the Tender as earnest money failing which the tender will be treated cancelled. The earnest money will be returned to unsuccessful quotationers on an application as per provision in Purchase & Work Manual, CU. For successful quotationer the EMD will be returned on application after an equal amount of security deposit is deducted from the running bills/final bill or as per provision in Purchase & Work Manual, CU.

D.D No..... Dated / /20

Name of Issuing Bank:--

B ranch :-

Amount: - Rs ..... /-(Rupees .....)

8. Work is to be carried out as per specification laid in the B.O.Q or PWD specification as per instruction of the University Engineer or his representative.

9. The materials brought to site for execution of the work should by no means be taken out of site without the permission of the Engineer C.U.

10. The rates must be quoted in words &in figure otherwise the tender will be cancelled.



11. The University will not be bound to accept the lowest bidder.
12. The University will not supply any materials to the contractor.
13. The contractor will work under the strict supervision of the Engineer or his representative. The BOQ given along with the tender is provisional. Payment will be made on the actual work done jointly measured by the Engineer/SAE/consultant & the contractor. The contractor will have to submit bill in printed format in duplicate.
14. The contractor will have to take necessary instruction from the Engineer, CU, regarding the execution of work.
15. Warranty period of the job will be as per manufacturer guideline.

Sd/-

University Engineer

Name of the Agency:-

Address:-

SIGNATURE OF THE CONTRACTURE WITH SEAL AND DATE:

B.O.Q

BOQ for Comprehensive annual maintenance for  
119 Nos. A.C Machines (Split & Window )at C.U Alipore Campus

Sl. No	Brief Description of work	Quantity	Rate inclusive all Govt. Taxes	Amount inclusive all Govt. Taxes
1	Window type A.C Machines ( 1.0Tr,1.5 Tr, 2.0 Tr. capacity ) of different make installed at various locations	73 Nos.		
2	Split type A.C Machines ( 1.0 Tr, 1.5 Tr,2.0 Tr. capacity ) of different make installed at various locations	46 Nos.		

\*\* Terms & Condition enclosed

Total Cost inclusive all Govt. taxes : (Figure & Words )

Name & Address of the Agency :

Signature of agency with date & Stamp.