

SCHOOL OF CHEMICAL SCIENCES

MAHATMAGANDHIUNIVERSITY

Priyadarshini Hills, Kottayam-686560

office.scs@mgu.ac.in Phone: 0481 -2731036

Tender No: SCS/02/PF/AC/19/2024

Dated: 15/03/2024

NOTICE INVITING FOR SHORT TENDER

Professor and Head, School of Chemical Sciences, Mahatma Gandhi University, Kottayam invites sealed tenders in original including all taxes for the supply and Installation of Air conditioner (1 Ton Split AC) -15 Nos from reputed dealers/ firms

1	Name of the Item	Godrej/Lloyd/Voltas 1 Ton Split AC (3 Star) - 15 Nos (Detailed specifications given in Annexure-1)
2	Earnest money deposit (EMD)	1% of the estimated value.
3	Security deposit/FD/BG	5% of the estimated value
3	Tender submission fee	0.2% of the cost of the equipment rounded to the nearest multiple of 100, subject to a maximum of 25,000/- + GST as applicable
4	Period of supply and Installation	Within 2 Weeks from L/C opening date
	Address	Professor and Head School of Chemical Sciences, M.G. University, Kottayam, Kerala Pin-686560, India
3	Last date and Time of submission of tender with relevant documents.	22/03/2024, 11.00 am
4	Date and time of bid opening	22/03/2024, 2.00 pm

Duly filled up and signed tender schedule along with relevant documents should be sent to **Professor and Head, School of Chemical Sciences, Mahatma Gandhi University, Kottayam** by speed post so as to reach before the date and time specified. The cover containing the document should be super scribed the **name of the Item, tender number and last date of submission** of the tender.

Relevant documents may also be sent to: E-mail- office.scs@mgu.ac.in

ELIGIBILITY CRITERIA

1	Bidder should be a company registered in India or Registered Partnership /proprietary firms	Copy of valid registration certificate/Copy of Certificates of incorporation
2	Should not have been blacklisted by any of the Government entities under state / central government.	Self-Certificate
3	The bidder should have a registered number of (i) GST where his business is located ii) Income Tax / PAN number.	Copies of relevant certificates of registration

Further details can be had from the office of **School of Chemical Sciences, Mahatma Gandhi University, Kottayam** Email: office.scs@mgu.ac.in on all working days during working hours.

If relevant documents through speed post are not submitted with in time, the tenders will not be considered. The undersigned reserves the right to reject any or all the tender without assigning any reason whatsoever.


Director



Professor and Head
School of Chemical Sciences
Mahatma Gandhi University
Priyadarsini Hills P.O.
Kottayam, Kerala - 686 560

Please see the Annexures

ANNEXURE-1

Technical Specifications of Air Conditioner:

1 TON Split AC - 10 Nos

1. 5-in-1 Convertible Cooling
2. Inverter split AC (Copper condenser, Heavy duty, cooling at 52 °C)
3. Compressor Warranty 5 years
4. 1 year Warranty for other parts.

ANNEXURE-2

Terms and Conditions

1. Last date of submission of tender along with requisite fee, EMD and all documents is 22/03/2024 11 am.
2. The technical bid will be opened on 22/03/2024 at 2.00 pm.
3. Tenders must accompany a copy of the "Annexure 3 and Annexure 4" section of this document, signed and stamped on each page indicating that they agree to these.
4. Tender form shall be downloaded from the University website (www.mgu.ac.in/Downloads/OtherForms/Format) of Tender Form.
5. Earnest money deposit (EMD) and Tender fee should be submitted through online and the payment receipt shall keep with the tender (www.mgu.ac.in-Online Payment-Miscellaneous).
6. All necessary accessories should be supplied with the instrument, as per standard package offered, including complete set of service and operation manuals for diagnosis, trouble shooting, maintenance and electronic circuitry (hard and soft copies).
7. The Delivery Schedule, Payment Terms & Warranty/Guarantee etc must be clearly indicated in the technical bid. The charges for extended warranty and/or Annual Maintenance Contract after the expiry of offered warranty period should also be specified in the financial bid.
8. The price of the equipment should be quoted in Indian rupee. The total price of the equipment quoted should be inclusive of GST & other taxes if any; material cost; transportation cost; loading and unloading cost; installation cost; labour charges and all other expenses in whatsoever means.
9. Payment process will be initiated only after supply of items as per tender specifications and satisfactory installation of the items.
10. It will be the responsibility of the supplier to deliver the ordered materials at School of Chemical Sciences, Mahatma Gandhi University, Kottayam. All required materials for satisfactory installation are to be provided by the supplier at their own cost.

ANNEXURE 3:

TENDER FORM PART-I (TECHNICAL BID)

Date:

From,

M/s.

.....

To,

Professor and Head

School of Chemical Sciences

M.G. University, Kottayam,

Kerala Pin-686560, India

Dear Sir,

I/We have gone through the tendering conditions pertaining to the Tender and General Terms and Conditions of Contract and other requirement for delivery and complete Installation and Special Conditions of Contract contained herein with this tender document. I/we hereby agree to supply the stores conforming to the tender specifications incorporated in ANNEXURE 1 of the tender document and also agree to abide by your General Conditions of all Contra acts and Special Conditions of Contract contained in the ANNEXURE 2 of the Tender document.

You will be at liberty to accept any or more of the items of stores offered by us and I/we shall be bound to supply you the stores as may be specified in the Purchase Order/Contract.

I/We hereby agree to keep the price valid for your acceptance for a period of 30 days from the date of opening of Part-II (Financial bid) of the tender. Deviations to Technical specifications contained in ANNEXURE 1 of the tender documents are detailed in ANNEXURE-A to the tender form while deviations proposed to the General Special Conditions of Contract contained in ANNEXURE 2 are detailed in Annexure-B to this tender. Price applicable for the stores are indicated separately in a sealed envelope marked as financial bid of the tender.

I/We are also enclosing herewith all the leaflets catalogue etc. pertaining to the stores offered.

Yours faithfully

Stamp and Signature of the Tenderer

ANNEXURE 4:

TENDER FORM PART-II (FINANCIAL BID)

Date:

From,

M/s.

.....

To,

**Professor and Head
School of Chemical Sciences
M.G. University, Kottayam,
Kerala Pin-686560, India**

Dear Sir,

In response to your invitation and as per your tendering and contracting conditions, the prices applicable for the scope of supply contained in ANNEXURE-3 (TECHNICAL BID) of our tender are indicated in the format at annexure "A" to this tender.

We hereby agree to keep the price valid for your acceptance for a period of 30 days from the date of actual opening of Part-II (FINANCIAL BID) of the tender.

Yours faithfully,

Stamp and Signature of the Tenderer



SCHOOL OF CHEMICAL SCIENCES

MAHATMA GANDHI UNIVERSITY

Priyadarshini Hills, Kottayam-686560

Kerala, India

Email: office.scs@mgu.ac.in

Phone: 0481 -2731036

No.SCS/02/PF/29/AC/2024

15.02.2024

SHORT QUOTATION NOTICE

Sealed competitive short quotations are invited from dealers/ firms for Supply and installation of Godrej/Voltas or Lloyd 1.5 Ton inverter Split Air Conditioner (2 Nos) for the office room, School of Chemical Sciences, Mahatma Gandhi University, Kottayam, subject to the following conditions.

SI No	Name of item	QTY
1.	Godrej/Voltas or Lloyd 1.5 Ton inverter Split A/C	2

The sealed envelope containing the quotations (Including Transportation & Installation Charges) should be super scribed with the reference number cited above and the same should be reach the **Head of the Department, School of Chemical Sciences on or before 11.00 AM on 22.03.2024**. Quotations will be opened at **02.00 PM on 22.03.2024 at the office of the school**.

Conditions:

1. Quoted price shall be inclusive of all taxes/freight/loading and unloading/installation.
2. Quoted rates should have at least six months validity period.
3. Warranty and supporting catalogues should be provided.
4. The right to accept or reject the quotations without assigning any reason rests entirely with the undersigned.
5. If the last date for receipt is declared a holiday, the next working day will be the last date for the purpose.




PROF. & DIRECTOR

Professor and Head
School of Chemical Sciences
Mahatma Gandhi University
Priyadarsini Hills P.O.
Kottayam, Kerala - 686 560