

INSTITUTE OF MATHEMATICS & APPLICATIONS

(Established by the Govt. of Odisha)
Andharua, Bhubaneswar-751003

Letter No: IMA/02 / 61 /2018

Date: 06.02.18

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Email: director.ima@iomaorissa.ac.in

Website: <http://www.iomaorissa.ac.in>

DIRECTOR

TENDER DOCUMENT

FOR

Supply of Water Coolers and Aqua Guards

TO

Institute of Mathematics and Applications, Bhubaneswar – 751029

Tender No.

Time schedule for tender process:

Date of publication of tender notification in Institute of Mathematics and Applications, Bhubaneswar website	06-02-2018
Last date for receipt of duly filled in tenders	21-02-2018 up to 03.00 hrs
Date and time of the opening tenders	21-02-2018, 04.00 hrs.

Note: This tender document contains 05 pages and bidders are requested to sign on all the pages and enclose according to technical / price bid. The Technical bid & the Price bid should be sealed by the bidder in separate covers duly subscribed & both these sealed covers are to be put in a bigger cover which should also be sealed & duly super scribed as "Supply of Water Coolers and Aqua Guards"

Institute of Mathematics and Applications, Bhubaneswar – 751029

Web: <http://iomaorissa.ac.in/>

Aneisha
6/21/2018

DIRECTOR
Institute of Mathematics & Applications
751003

TENDER NOTICE:

Institute of Mathematics and Applications, Bhubaneswar invites sealed Tenders under two Bid systems for supply of Water Coolers and Aqua Guards to Institute of Mathematics and Applications, Bhubaneswar in buy back mode as per the quantity and specification mentioned in price bid. The tender bids duly-filled in all respects enclosing necessary documents may be addressed to **The Director , Institute of Mathematics and Applications, Bhubaneswar – 751029** so as to reach on or before **03.00 P.M., 21-02-2018** or the tender may be submitted in Institute of Mathematics and Applications, Bhubaneswar ,

Technical Qualifying Criteria:

1. The Firm should have all the necessary registrations of the Govt. under the Shops and Establishment Act, PAN Number, GST, CST, Service Tax, Sale Tax / Excise Duty (If applicable) etc. (enclose the documents)
2. Firm should enclose TDS Return for the latest year.
3. **The Tenderer should provide warranty/guarantee and Free Service for a period of minimum one year from the date of installation.**

TENDER TERMS & CONDITIONS:

1. The rate offered must be filled in the proforma of the tender form. Any correction should be initialed by the tenderer in the price bid attached with this document and it is not compulsory to quote all the items mentioned in the price bid.
2. The rate quoted in the price bid must be inclusive of all taxes and for Institute of Mathematics and Applications, Bhubaneswar Office premises and these rates will be valid for 60 days from the date of opening of tender document.
3. Last date of receipt of sealed tender documents is **03.00 P.M., 21-02-2018**.
4. Rates should be offered unconditionally and if rates are submitted with any condition the tender liable to be rejected.
5. If the tenderer fails to supply the ordered quantity within scheduled time frame, the Institute will have right to purchase the ordered quantity which the supplier could not supply within scheduled time limit from any other alternate sources and the contract will be liable to be terminated and the Security Deposit will be liable to be forfeited. The Institute will have the right to impose penalty for the delay of the supply of ordered quantity and also to recover the excess amount the Institute has been forced to pay for purchase of material from the alternate sources from any dues payable to the supplier.
6. Institute of Mathematics and Applications, Bhubaneswar reserves the right to reject any or all tender documents without assigning any reason thereof.
7. The agency should enclose self-attested copies of GST registration, Service Tax and letter of allotment of PAN/PAN Card under the Income Tax Act failing which

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6/2/2018

DIRECTOR
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Andharua, Bhubaneswar 751003

tender will be liable to be rejected. Tenderer will have to produce all these original documents at any time demanded by the Institute.

8. Water Coolers and Aqua Guards will be supplied with at least 1 year guarantee from the date of verification & acceptance by Institute of Mathematics and Applications, Bhubaneswar.
9. The defective Water Coolers and Aqua Guards shall be replaced by the agency without any additional charge during guarantee period of supplied items. The replacement will have to be carried out within 5 days of the intimation being received from the Institute.
10. Payment of the supply will be released after verification and satisfactorily completion of order.
11. Tenderer must sign along with company seal on each and every page of the tender document as token of the acceptance of tender conditions.
12. If any malafide intention is observed by Institute of Mathematics and Applications, Bhubaneswar, the agency shall not be eligible for further tenders.
13. Tenderer must have to quote item wise rates, consolidated rates will not be considered and tender will be liable to be rejected.
14. Institute of Mathematics and Applications, Bhubaneswar reserves the right to change the quantity/ upgrade the criteria/ drop any item or part thereof/ extension of delivery date at any time before placing the purchase order.
15. The successful bidder will have to supply the Water Coolers and Aqua Guards ordered within for 15 days of the issuance of the purchase order, failing which the firm will have to bear the entire cost of the alternate arrangement or the fine as decided by the Institute of Mathematics and Applications, Bhubaneswar.
16. **Warranty / Guarantee:** Tender should give minimum one year warranty / guarantee and free service from the date of supply.
17. In case of any dispute raised by the supplier, a representation will be made only by the authorized representative of the supplier and the decision of the **Director, Institute of Mathematics and Applications, Bhubaneswar** will be binding on the supplier.
18. In case of any dispute the Jurisdiction of Court will be Bhubaneswar.


6/2/2018
DIRECTOR
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