

LAKSHMIBAI NATIONAL INSTITUTE OF PHYSICAL EDUCATION, GWALIOR
(DEEMED TO BE UNIVERSITY)

TENDER DOCUMENT-CUM-FORM FOR
“Annual Maintenance Contract (AMC) of Projectors installed at L.N.I.P.E., Gwalior”

(A) ELIGIBILITY CRITERIA:-

The bidding agencies are required to submit the bids in the format given with the tender form as Annexure ‘A’ along with copies of following documents, duly signed/self-attested, for being to be eligible:-

1. Bid Security Declaration in the format given at Annexure ‘B’.
2. Certificate of incorporation of the bidder (copy to be enclosed).
3. GST Registration Number (copy to be enclosed).
4. Income Tax Permanent Account Number (copy to be enclosed)
5. The average Annual financial turnover during the last 3 years, ending 31st March 2022, should be at least 30% of the estimated cost. Copy of Income Tax Return of last 3 financial years up to 31.3.2022 (Assessment Year 2022-23) to be enclosed.
6. Experience of having successfully completed the similar work i.e AMC works in Government Department / Organizations / PSUs / Educational Institutions / Private Organizations during preceding 7 years (upto October, 2022) by either of the following:-
 - a) Three similar completed works each costing not less than the amount equal to 40% of the estimated cost.
 - b) Two similar completed works each costing not less than the amount equal to 50% of the estimated cost.
 - c) One similar completed work costing not less than the amount equal to 80% of the estimated cost.[Enclose copies of only these 3/2/1 work order(s) along with respective completion certificate(s)].
7. The bidder has its own Bank Account (copy to be enclosed).
8. A declaration to the following effect is required to be submitted on affidavit on non-judicial stamp of Rs. 100/- that
 - (a) There is no pending criminal case before any Court of law against the Proprietor / firm / Partner or the bidder company;
 - (b) The bidder is not blacklisted by any Government Organization /PSU/Autonomous Body/ Govt. Educational Institute/ Private Organizations during the last three years;
 - (c) No contract of the bidder has been terminated before expiry of term during the last three years.

(B) PROCEDURE OF TENDER SUBMISSION

1. All pages of Sealed tender shall be duly page-numbered and signed by the bidder at bottom.
2. Photo copies of all the documents shall be self-attested.
3. Conditional bids will not be accepted.

*Done
25/11/22*

4. At any time prior to the opening of bids, the Institute may, for any reason, modify the tender document by suitable amendments/corrigendum through website of Institute. No separate communication shall be required to be sent to the prospective bidders.
5. The bidders will comply with the conditions mentioned in the tender document and accordingly clearly fill all the columns, failing which, the Institute reserves the right to reject the same.
6. Un-signed or incomplete filled-in tenders shall be summarily rejected.
7. The bids shall be opened as scheduled in the Notice Inviting Tender, in the presence of bidders or their authorized representatives, if any.
8. In case there is public holiday on the scheduled date of opening of tenders, the same shall be opened on the next working day at the same time.
9. The bidders are expected to see the site to inspect the site & scope of work in question, which is required to be declared in the tender form.
10. No correspondence shall be made with these bidders, whose bids are rejected on the basis of technical or price.

(C) **DESCRIPTION OF WORK**

1. Attending to complaints raised by various departments of LNIPE on regular basis.
2. AMC Covers regular and complaint based calls of hardware and technical services.
3. Emergency visit is included in the scope of AMC and no extra charges shall be paid for the emergency visit.
4. All spare parts in your account except lamp, DMD chip, power cable, VGA cable.
5. In case of major break down extending for more than two days, for repairing the projector, a standby LCD Projector shall be provided by the agency
6. Basic maintenance like cleaning of Projectors, which has to be done on monthly basis.
7. In the case of non – execution of the AMC work by the contractor firm two times continuously on call the contract shall be liable for termination and on the event of termination of contract the work shall be got executed by other firm at the risk and cost of the contractor.
8. The contractor will have to submit the bills for payment in printed bill on quarterly basis with GSTIN on the bill form and also complete bank details for payment through RTGS. The GSTIN 23AAATL4975D1ZQ of this Institute must invariably be recorded on each bill.
9. Any replacement of parts i.e. lamp, DMD chip, power cable, VGA cable if required the contractor shall furnish the separate bill for the same.

(D) **GENERAL CONDITIONS OF CONTRACT-**

1. After communication regarding award of AMC, the successful bidder shall, within 7 days, submit a non-judicial stamp of Rs. 100/- and sign an agreement with the Institute for the work, on the terms & conditions of the present tender.
2. The bidders shall quote their rates as per various terms and conditions given in the tender document under price bid, inclusive of all taxes. Nothing extra shall be paid by Institute other than those quoted in the price bid.
3. The competent authority of the Institute reserves right to accept the whole or any part of the tender and the contractor shall be bound to perform the same at the quoted rates.

4. Debarred/blacklisted agency/firm/ individual shall not be permitted to participate in the tendering process.
5. The sub-contracting shall not be allowed.
6. The Institute will deduct income tax and any other tax applicable, at source from all the payments made to the contractor under this contract, in accordance with the provisions of IT Act or any other law as applicable from time to time.
7. Criteria for work award will ordinarily be the aggregated lowest rates quoted for all the items.
8. The Institute reserves the right to ask the justification of quoted rates before finalization of agency.
9. In the event of any dispute between the Institute and contractor, it shall be resolved through mutual discussions between the parties. If it cannot be resolved through discussions, then an Arbitrator shall be appointed by the Vice Chancellor, LNIPE, Gwalior and the matter shall be referred to so appointed Arbitrator, whose decision shall be binding and final.
10. Any dispute arising out of the contract between the Institute and contractor, shall be subject to the territorial jurisdiction of Gwalior.

Done
25/11/22

LAKSHMIBAI NATIONAL INSTITUTE OF PHYSICAL EDUCATION, GWALIOR
(DEEMED TO BE UNIVERSITY)

"Annual Maintenance Contract (AMC) of Projectors installed at L.N.I.P.E., Gwalior"

TECHNICAL BID

Sl. No.	Description	Whether document required to be submitted	Furnish information here	Copy enclose at Page No.
1	Name of the bidder complete			
2	Full address, Phone Number, E-mail, Website etc.			N.A.
3	Status of the bidder i.e. Public Ltd./Pvt. Ltd./Partnership firm or Proprietorship firm (copy to be enclose).	YES/NO		
4	Bid Security Declaration in the format given at Annexure 'B'.	YES/NO		
5	CGST/SGST Act Registration issued by the Competent Authority (copy to be enclose).	YES/NO		
7	Permanent Account Number (PAN) issued by the Income Tax Authorities (copy to be enclose).	YES/NO		
8	The average Annual financial turnover during the last 3 years, ending 31 st March 2022, should be at least 30% of the estimated cost. Copy of Income Tax Return of last 3 financial years up to 31.3.2022 (Assessment Year 2022-23) to be enclosed.	YES/NO	F.Y. Turnover 2019-20 2020-21 2021-22	
9	9. Experience of having successfully completed the similar work i.e AMC works in Government Department / Organizations / PSUs / Educational Institutions / Private Organizations during preceding 7 years (upto October, 2022) by either of the following:- d) Three similar completed works each costing not less than the amount equal	YES/NO		

	<p>to 40% of the estimated cost.</p> <p>e) Two similar completed works each costing not less than the amount equal to 50% of the estimated cost.</p> <p>f) One similar completed work costing not less than the amount equal to 80% of the estimated cost.</p> <p>(Copies of work orders as above with their respective contract completion certificates to be enclosed).</p>			
10	<p>Details of bidder's Bank Account</p> <p>(copy to be enclose).</p>	YES/NO	<p>Account No.</p> <p>Type of Account</p> <p>Bank</p> <p>Branch</p> <p>IFS Code</p>	
11	<p>A declaration to the following effect is required to be submitted on affidavit on non-judicial stamp of Rs. 100/- that</p> <p>a.) There is no pending criminal case before any Court of law against the Proprietor / firm / Partner or the bidder company;</p> <p>b.) The bidder is not blacklisted by any Government Organization /PSU/Autonomous Body/ Govt. Educational Institute/ Private Organizations during the last three years;</p> <p>c.) No contract of the bidder has been terminated before expiry of term during the last three years.</p>			

UNDERTAKING FOR EARNEST MONEY DEPOSIT DECLARATION
FOR THE PURPOSE OF SUBMISSION OF TENDER DOCUMENTS AT L.N.I.P.E

GWALIOR

(To be submitted in original)

Whereas we have submitted bid for "**Annual Maintenance Contract (AMC) of Projectors installed at L.N.I.P.E., Gwalior**". Therefore, we hereby submit the following declaration in lieu of submitting Earnest Money Deposit:-

1. That, if after the opening of tender, we withdraw or modify our bid during the period of validity of tender (including extended validity of tender) specified in the tender documents, and
2. That, if after the award of work, we fail to sign the contract, or to submit performance security / performance guarantee before the deadline defined in the tender documents,
3. Then, we shall be suspended for one year and shall not be eligible to bid for LNIPE's tenders from the date of issue of suspension order.

Signature of bidder: _____

Name, Address, Phone No. of agency (with Seal): _____

FINANCIAL BID

The Financial/ Price bid should contain the quotation for mention charges per item in terms of yearly basis only, as listed below.

Price quoted by the tenderer shall be inclusive of all taxes and levies applicable. No escalation of prices during the contract period would be permitted on any ground. The financial bid should be enclosed in a separate sealed cover envelope.

Sl. No.	Department	Model No.	Quantity	Rate in numerals & words (in INR)	Amount in numerals & words (in INR)
1.	PEP Department Room No. (101, 102, 103, 201, 202, 203, 205, 05, 06) Exercise Physiology (11) ICT Computer Lab Lab no. (03 UG, 02 PG) ICT Office IQAC Seminar Hall 01 Auditorium Hall Yogic Science (Asan Hall and Naturopathy Hall) VC Conference Hall Sports Manag & Coaching Class Room (3 and 6)	Mitsubishi XD 430 U	20		
2.	PEP Department Room No. (10 and N.B. 10) ICT Computer Lab (Class Room) Sports Manag & Coaching Class Room (1, 2 and Office, 02) Library (Hall)	Mitsubishi SD 206 U	08		
3.	PEP Department (N.B. 7) Sports Biomechanics (Class Room, Library) Weight Lifting Hall Sports Manag & Coaching Class Room (4, 7, Swimming., Gymnastic Class R. 1 and 2, Volleyball)	Vivitek DLP	11		

	Health Science (Class Room)				
4.	Sports Psychology (Hall 01, 02) Exercise physiology Room no. 114 ODL Hall	Sharp PG-D2500X	04		
5.	Sports Psychology (Hall 03) IQAC Seminar Hall 02	Epson EB512H	02		
6.	Yogic Science (Meditation Hall and Class Room)	Epson EB502	02		
7.	VC Office	Sony SGA	01		
8.	UGC HRDC (Lecture Hall and Conference Hall)	DELL DLP	02		
9.	Sports Manag & Coaching Class Room (5)	Sony XGAVPLCX86	01		
	TOTAL COST INCLUDING GST		51		

Date:

Place:

Signature of bidder: _____

Name, Address, Phone No. of agency (with Seal): _____
