



HIMACHAL PRADESH NATIONAL LAW UNIVERSITY, SHIMLA

16 MILE, SHIMLA-MANDI NATIONAL HIGHWAY, GHANDAL

DISTRICT SHIMLA, HIMACHAL PRADESH-171014

Ph. 0177-2779802, 0177-2779803, Fax: 0177-2779802

Website:<http://hpnlu.ac.in>

Tender

For Supply & Installation of Air

Conditioner & Stabilizer

At

**Himachal Pradesh National Law University
, Shimla**

NIT No. :HPNLU/Tender/2023-24/006

NIT Issue Date : 16 May 2023

Last Date of Submission : 27 May 2023

Himachal Pradesh National Law University, Ghandal invites sealed tenders for supply & Installation of the following item. You are requested to quote your best offer along with the complete details of specifications, terms & conditions.

S. No.	Item Description	Unit	Quantity
1.	Split Air Conditioner {2 Ton}	Nos	2
2.	Stablizer	Nos	2

(Refer Details as per Annexure – “I”)

Quotation should be sealed and superscripted with tender number and address to:

“The Registrar, Himachal Pradesh National Law University, Shimla , Ghandal, District Shimla, Himachal Pradesh -171014”.The sealed quotations should reach the office, latest by 28 May 2023 at 05:00 PM and it will be opened on 29th May 2023 at 11:00 AM in the Registrar office of HPNLU ,Shimla in the presence of the bidder(s) or their authorized representative(s), who will be present at the scheduled date and time.

General Conditions

01. The tender should be submitted in two parts i.e., Technical Bid and Financial Bid. The Technical Bid and the Financial Bid should be sealed by the bidder in two separate covers **“Technical Bid for Supply & Installation of Air-Conditioning and Stabilizer ”** and **“Financial Bid for Supply & Installation of Air-Conditioning and Stabilizer”**. Both sealed envelopes should be kept in a main/bigger envelope super-scribed as **“Tender for Supply & Installation of Air- Conditioning and Stabilizer”**.

Documents comprising in technical bid-

- I. Duly filled format of technical bid as per Annexure-II and certificate given in Annexure III.
 - II. Copy of constitution or legal status of the bidder/ manufacturer/ Sole proprietorship/ firm/ agency etc.
 - III. Signed each page of tender document.
 - IV. The technical bid should be accompanied by Demand Draft of Earnest Money Deposit and tender fee.
 - V. Copy of Income Tax Return Acknowledgement for last three years.
 - VI. Copy of PAN card/ Service Tax Registration.
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VII. Copy of GST registration certificate.

VIII. **Bidder must be authorized distributor/ Dealer of Air Conditioner and Stabilizer of recommended make.**

Documents comprising in Financial bid-

I. Financial Bid form (Annexure-IV) - Rate must be quoted as per format specified, failing which tender shall be summarily rejected.

02. The Technical bid must accompany with the tender fee of Rs. 250/- (Two Hundred Fifty) only in form of Demand Draft in favour of **The Registrar , Himachal Pradesh National Law University, Shimla.** The tender document fee is non-refundable, non-adjustable and non-transferable and is payable through a demand draft on any scheduled bank drawn in favour of the **“The Registrar , Himachal Pradesh National Law University, Shimla.”** payable at Shimla

03. Earnest Money Deposit (EMD): The bidder shall be required to submit the Earnest Money Deposit (EMD) for an amount of **5000/- (Rupees Five Thousand Only)** by way of demand drafts only. The demand draft shall be drawn in favour of **“The Registrar, Himachal Pradesh National Law University”**. The demand draft for earnest money deposit must be enclosed in the envelope containing the technical bid.

- a. Tenderer shall not be permitted to withdraw his offer or modify the terms and conditions thereof. In case the tenderer fails to observe and comply with stipulation made herein or backs out after quoting the rates, the aforesaid amount of earnest money will be forfeited.
- b. The tender without earnest money deposit will be summarily rejected. The firm who are registered with National small Industries Corporation (NSIC)/OR small scale industries (SSI) are exempted to submit the EMD(Copy of registration must be provide along with technical bid)
- c. The EMD, in case of unsuccessful bidders shall be retained by this office till the finalization of the tender. No interest will be payable by this office on the EMD.
- d. The EMD of successful bidder shall be returned after successful delivery and installation.

04. Rates: Rate should be quoted inclusive of delivery charges and in Indian Rupees (INR). Where there is a difference between the rates in figures and words, lower of the two rates shall be taken as valid and correct rate.

05. The sealed quotations/tender, super scribed with the name of the work, reference number, should be submitted in person or by post. However,

The Department shall not be responsible for delay or loss of tenders in transit or any postal delay.

06. Opening of Tender: The tenderer is at liberty either himself or authorize not more than one representative to be present at the opening of the tender. The representative attending on the opening of the tender on behalf of the tenderer should bring with him a letter of authority from the tenderer and proof of identification. The late received tenders will be ignored. Further, this office does not accept any liability and responsibility for the tenders in case the same are not properly sealed and marked and/or sent as above.

07. Tender inviting officer reserves the right to accept or reject any or all quotations without assigning any reason thereof and do not bind himself to accept the lowest tender.

08. Delayed/ late/ conditional quotations/tenders shall not be accepted at all.

10. Validity of the bids: The quoted rates must be valid for a period of **60 days** from the date of closing of the tender. The overall offer for the assignment and bidder(S) quoted price shall remain unchanged during the period of validity. If the bidder quoted validity shorter than the required period, the same will be treated as unresponsive and it may be rejected.

In case the tenderer withdraws, modifies or change his offer during the validity period, bid is liable to be rejected and the earnest money deposit shall be forfeited without assigning any reason thereof. The tenderer should also be ready to extended the validity, if required, without changing any terms, conditions etc. of their original tender.

11. Authority of person signing document: - A person signing the tender form or any documents forming part of the contract on behalf of another shall be deemed to warranty, that he has authority to bind such other and if, on enquiry, it appears that the person so, signing had no authority to do so, the Office may without prejudice to other Civil and criminal remedies cancel contract and held the signatory liable for all cost and damages.

12. Performance security Deposit: The successful tenderer will be required to furnish a Performance security Deposit equal to **5%** of the contract value after receiving purchase order in the form of Fixed Deposit Receipt or Bank Guaranty from any Nationalized bank duly pledged in the name of the **“Registrar, Himachal Pradesh National Law University, Shimla .”** Which shall be kept valid for a period of 60 days beyond completion of all the contractual obligations.

13. Bidder must provide as per the mentioned technical specifications. No offer of the bidder will be accepted without warranty/ guarantee of their supplied/ installed goods. Warranty as per the Specification

14. The Income Tax/ Any other Taxes as applicable shall be deducted from the bill unless exempted by the Income-tax department.

15. **Award of Contract:** After the evaluation of the bid(s) office will award the contract to the lowest evaluated responsive tenderer on composite basis. Conditional bid will be treated as unresponsive and will be rejected.
16. **Delivery and Installation:** ACs and stabilizer shall be delivered, and all work related to installation shall be completed within 15 days from the date of issue of work order by the institute. All the aspects of safe installation including civil and electrical shall be the exclusive responsibility of the supplier. If the supplier fails to complete the work on or before the stipulated date, then a penalty at the rate of 0.5% per week of the total order value shall be levied subject to maximum of 10% of the total order value.
17. **Force Majeure:** Any delay due to Force Majeure will not be attributable to the supplier.
18. Bidder shall submit a copy of the tender document and addendum/ corrigendum thereof, if any, with each page of this document should signed and stamped to confirm the acceptance of the entire terms and conditions as mentioned in the tender enquiry document.
19. **Breach of Terms and Conditions:** In case of breach of any terms and conditions as mentioned in tender, the Competent Authority, will have the right to reject the bid at any stage without assigning any reason thereof and nothing will be payable by office in that event the EMD shall also stands forfeited.
20. **Legal Jurisdiction:** All legal disputes are subject to jurisdiction of Delhi courts only.
21. **Payment Terms-**Payment shall be made to supplier with in one month from submission of bills along with proof of supply and installation.
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Annexure – I

Specification

Split A.C

Specification Name	Required Values
Make	LG, Hitachi, Samsung, Lloyd, Voltas (Attached catalogue)
Quantity Required	2No
Type of AC	High wall split AC complete with an indoor unit(IDU),Outdoor unit (ODU)
Technology of AC	Inverter(Variable Speed)
Nominal cooling capacity in Ton/ (kcal/hr.)	2 Ton (5 Star)
Condenser Coil Material	Copper
Eco-friendly refrigerant	Yes
BEE Star Rating	5
Warranty on Machine	1 Year or higher
Warranty on Compressor	10 or higher
Copper pipe and Suitable connecting electrical cable for installation and commissioning	As per requirement
Installation and Commissioning	With installation and commissioning including All fitting accessories.

Stabilizer

SpecificationName	RequiredValues
Make	V GUARD, Microtek, Voltas (Attached Catalogue)
QuantityRequired	2No
Typeofwinding	Copper
RatinginKVA	Suitablefor2-tonAC
Input Voltagerange	170Voltto270V
Warranty	3 yearsorhigher
Mounting	Wall mounting
Type	Single Phase
Installation and Commissioning	With installation and commissioning including All fitting accessories.

Technical Bid

(In Separate sealed cover-I super scribed "Technical Bid")

S.No.	Details of the Tenderer/Bidder	Page No.	Remarks
1	Name and Address of the Tenderer/Bidder		
2	Complete Address:		
3	State clearly whether it is sole proprietor or Partnership firm or a company or a Government Department or a Public Sector Organization		
4	Details of the Earnest Money Deposit (EMD) (Yes/No) DD No: Dated: Drawn on Bank: Amount: (Rupees.....)		
6	Whether each page of NIT and its annexure have been signed and stamped		
7	GST Registration (Copy must provide)		
8	PAN card		
9	ITR Acknowledgement Last Three Year		
10	Email ID		
11	Contract No.		
12.	Dealership Certificate of brand		
13	Catalogue of the Make		

(Signature of the Bidder)
Along with Stamp of Firm/Company

Date:
Place:

Annexure - III

CERTIFICATE

(To be submitted on letter head of the company/ firm)

I hereby certify that the above firm has not been ever blacklisted by any Central/State Government/Public Undertaking/Institute on any account.

I also certify that firm will be supplied the item as per the specification given by office and also abide all the terms & conditions stipulated in tender.

I also certify that the information given in bid is true and correct in all aspects and in any case at a later date it is found that any details provided are false and incorrect, any contract given to the concern firm or participation may be summarily terminated at any stage, the firm will be blacklisted and Institute may imposed any action as per NIT rules.

Date:	Name	:
Place:	Business Address	:
	Signature of Bidder	:
	Seal of the Bidder	:

Annexure – IV
Financial Bid

Tender for supply & installation of Air Conditioner (To be submitted on the letterhead of the company / firm)

S. No.	Particular	Unit required	Quoted Make (,Attached Catalogue)	Rate/Unit (including Taxes) *No. of units required = Total																										
1	<table border="1"> <thead> <tr> <th data-bbox="183 674 539 712">Specification Name</th> <th data-bbox="539 674 895 712">Required Values</th> </tr> </thead> <tbody> <tr> <td data-bbox="183 712 539 792">Make</td> <td data-bbox="539 712 895 792">LG, Hitachi, Samsung, Lloyd, Voltas</td> </tr> <tr> <td data-bbox="183 792 539 837">Quantity Required</td> <td data-bbox="539 792 895 837">2No</td> </tr> <tr> <td data-bbox="183 837 539 976">Type of AC</td> <td data-bbox="539 837 895 976">High wall split AC complete with an indoor unit(IDU),Outdoor unit (ODU)</td> </tr> <tr> <td data-bbox="183 976 539 1021">Technology of AC</td> <td data-bbox="539 976 895 1021">Inverter(Variable Speed)</td> </tr> <tr> <td data-bbox="183 1021 539 1140">Nominal cooling capacity in Ton/ (kcal/hr.)</td> <td data-bbox="539 1021 895 1140">2 Ton (5 Star)</td> </tr> <tr> <td data-bbox="183 1140 539 1184">Condenser Coil Material</td> <td data-bbox="539 1140 895 1184">Copper</td> </tr> <tr> <td data-bbox="183 1184 539 1229">Eco-friendly refrigerant</td> <td data-bbox="539 1184 895 1229">Yes</td> </tr> <tr> <td data-bbox="183 1229 539 1274">BEE Star Rating</td> <td data-bbox="539 1229 895 1274">5</td> </tr> <tr> <td data-bbox="183 1274 539 1319">Warranty on Machine</td> <td data-bbox="539 1274 895 1319">1 Year or higher</td> </tr> <tr> <td data-bbox="183 1319 539 1400">Warranty on Compressor</td> <td data-bbox="539 1319 895 1400">10 or higher</td> </tr> <tr> <td data-bbox="183 1400 539 1615">Copper pipe and Suitable connecting electrical cable for installation and commissioning</td> <td data-bbox="539 1400 895 1615">As per requirement</td> </tr> <tr> <td data-bbox="183 1615 539 1749">Installation and Commissioning</td> <td data-bbox="539 1615 895 1749">With installation and commissioning including All fitting accessories.</td> </tr> </tbody> </table>	Specification Name	Required Values	Make	LG, Hitachi, Samsung, Lloyd, Voltas	Quantity Required	2No	Type of AC	High wall split AC complete with an indoor unit(IDU),Outdoor unit (ODU)	Technology of AC	Inverter(Variable Speed)	Nominal cooling capacity in Ton/ (kcal/hr.)	2 Ton (5 Star)	Condenser Coil Material	Copper	Eco-friendly refrigerant	Yes	BEE Star Rating	5	Warranty on Machine	1 Year or higher	Warranty on Compressor	10 or higher	Copper pipe and Suitable connecting electrical cable for installation and commissioning	As per requirement	Installation and Commissioning	With installation and commissioning including All fitting accessories.	2 NOS		
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2	Specification Name	Required Values	2 No.	
	Make	V GUARD, Microtek, Voltas		
	Quantity Required	2No		
	Type of winding	Copper		
	Rating in KVA	Suitablefor2-tonAC		
	Input Voltage range	170Voltto270V		
	Warranty	3 years or higher		
	Mounting	Wall mounting		
	Type	Single Phase		
	Installation and Commissioning	With installation and commissioning including All fitting accessories.		
	Total Quoted rate for Sr. N0.1 and 2			----- (In words.....)

Note: - (Bidder must submit Financial Bid in separate envelope and clearly mention Financial Bid in Bold letters in the top of the envelope and strictly as per the format given above only)

1. L1 will be decided on composite basis.
2. We have gone through the terms & conditions as stipulated in the tender enquiry document and confirm to accept and abide the same.
3. No other charges would be payable by the office

Date:

Place:

Name :
Business Address :
Signature of Bidder :
Seal of the Bidder :