

## M.P. Council of Science & Technology

Vigyan Bhawan, Nehru Nagar, Bhopal – 462003 (M.P.) India  
Tel.: +91 755 2433162, Fax: +91 755 2671600  
www.mpcost.gov.in

### Limited Tender

Tender No. 179/MPCST/NIT/2020

Date 15.10.2020

M.P. Council of Science and Technology, Bhopal invites Limited Tender under two bid systems (Technical and Financial Bids) from the reputed Manufacturers/Authorized Dealers/Agents/Suppliers for supply and installation of **Air Conditioner** (Qty 06 nos.).

The tender documents are attached herewith and may also be downloaded from Council's website [www.mpcost.gov.in](http://www.mpcost.gov.in).

The Tender will be received through Speed Post/Registered Post/Courier/By Hand only.

The schedule of bid process is as follows:

1	Date of publication of tender	15.10.2020
2	Date of start of sale/download tender document	15.10.2020
3	Bid submission start date	15.10.2020
4	Bid submission closing date & time	24.10.2020 11.30 hrs.
5	Bid opening date and time	27.10.2020 11.30 hrs.
6	Financial Bid opening date & time	29.10.2020 14.30 hrs.

**Incharge Purchase**

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**To,  
The Incharge Purchase  
M.P. Council of Science and Technology,  
Vigyan Bhawan, Nehru Nagar,  
BHOPAL – 462003**

**Tender No. 179/MPCST/NIT/2020  
Item: Air Conditioner**

## TERMS & CONDITIONS

### **1.0 GENERAL**

- 1.1 M.P. Council of Science and Technology, Bhopal invites Limited Tender for supply and installation of air conditioner (Quantity 06 nos.).
- 1.2 The quantity of the materials to be purchased may vary according to the requirement if the need arises.
- 1.3 The cost of Tender Form is INR 500/- (INR Five Hundred only). The Bidder is required to furnish Demand Draft of a Commercial Bank in favour of Director General, M.P. Council of Science and Technology, Bhopal, payable at Bhopal along with Technical Bid. As per "Madhya Pradesh Store Purchase and Service Procurement Rules 2015", exemption in Tender Cost is applicable to only Micro and Small Enterprises of State of Madhya Pradesh only.
- 1.4 The Tender Document is not transferable to any other bidder.
- 1.5 The Air Conditioner must be complete in all respects including the essential accessories to fulfill the function meeting to meet the specification as given at Annexure – I.
- 1.6 The Bidder must submit Income Tax Return (ITR) of preceding 3 years.
- 1.7 The Bidder must submit self declaration of the date after issuing of the tender that Bidder has not been black listed/prohibited by any Govt. Organization.
- 1.8 The Bidder must submit GSTN Registration along with bid.
- 1.9 The Bidder must submit OEM Authorization along with bid.
- 1.10 The Bidder may submit the copies of supply orders in support of experience of supply of items in Govt./Semi-Govt. Organizations.
- 1.11 The Bidder who has quoted Lowest Rates for air conditioner will be considered as L1 Bidder. The other item (additional copper tube/pipe with insulation) for which rates are not quoted lowest by L1 Bidder, such items have to be supplied by L1 Bidder on the Lowest Rates quoted by other bidders.
- 1.12 In case similar L1 rates quoted by more than one Bidder, the experience of supply of items in Govt./Semi-Govt. Organizations will be considered for taking final decision.
- 1.13 Proposal that is incomplete or not in prescribed format will be rejected.
- 1.14 The Bidder must submit the tenders in **TWO BID SYSTEM**.
  - (a) The Limited Tender should be submitted by post/courier/by hand only.
  - (b) **Technical Bid** – The proposal should be submitted in technical bid format and specifications given on Annexure - I in the tender document.
  - (c) **Financial Bid** – The proposal should be submitted in Financial Bid format given in tender document.
  - (d) The original copies of the documents which are submitted along with bid, the same must be made available to the office of the M.P. Council of Science and Technology, Vigyan Bhawan, Nehru Nagar, Bhopal – 462003 (M.P.) India as and when required.
- 1.15 Only Technical Bid shall be opened on the date of tender opening.
- 1.16 The Financial bid will be opened only on the prescribed date for those who qualify the Technical bid.
- 1.17 Full name and status of the person signing the tender documents must be clearly mentioned in the Tenders.

1.18 Tenders received after the due date & time shall not be accepted.

## **2.0 EARNEST MONEY (EM) DEPOSIT:**

2.1 The Bidder is required to submit Earnest Money (EM) of Rs. 5,000/- (Five Thousand only) in form of Demand Draft of a Commercial Bank in favour of 'Director General, M.P. Council of Science and Technology, Bhopal (India)' payable at Bhopal along with Technical Bid.

2.2 As per "Madhya Pradesh Store Purchase and Service Procurement Rules 2015", exemption in EMD is applicable to Micro and Small Enterprises of State of Madhya Pradesh only.

2.3 No interest in any case will be paid on EMD.

2.4 EMD shall be returned after successful installation of Air Conditioners.

2.5 The entire amount of Earnest Money/Security Deposit is liable to be forfeited and the order will be treated as cancelled in the following cases:-

(a) Supplier expresses inability to accept the order.

(b) Full ordered items not supplied.

(c) If the acceptance of the order is conditional as detailed in the execution of the order.

## **3.0 PRICE:**

3.1 The price should be offered inclusive of all taxes and as per Financial Bid Format.

3.2 Standard Copper tube/pipe and insulation (about 10 RFT), drain pipe, power cable should be supplied along with Air Conditioner. The Council will pay for additional copper tube/pipe, insulation, drain pipe and power cable if required to install. Rate for this should be mentioned in Financial Bid.

3.3 Rate for delivery, installation and stand for out-door unit should be clearly mentioned in the Bid.

## **4.0 DELIVERY**

4.1 The entire material will be delivered by the supplier at (i) M.P. Council of Science and Technology, Vigyan Bhawan, Nehru Nagar, **Bhopal** – 462003 (M.P.) India

4.2 In case of any default in the execution of the order the Council will be at liberty to forfeit the entire earnest money/security deposit of the supplier, if they fail to adhere strictly to all the terms and conditions of tender supply order and agreement bond and subsequent instructions for supply of the item.

4.3 If item supplied are not according to the order specification and are not of proper quality the same will not be accepted. Similarly, second hand, reconditioned, damaged repaired and substandard item and having poor quality or not being to the entire satisfaction of the Council will not be accepted. The item supplied as above but rejected will be returned to the supplier at his cost and risk and entire amount of earnest money/ security deposit is liable to be forfeited. If defect of any kind or deviation from specification reported, the supplier should replace or rectify defects by own expenses within 30 days from the date of report.

## **5.0 INSTALLATION**

5.1 Proper installaion of air conditioner will be done by supplier at respective premises that includes sealing of holes with appropriate materials.

5.2 In case the supplier fails to install the item within 15 days successfully and to conduct the demonstration as per supply of the purchase order, the supplier will have to pay a penalty @ 0.25% of the order value per 15 days for the period of delay.

**6.0 PAYMENT TERMS**

6.1 Payment will be after supply and satisfactory installation of air conditioners at respective premises in Bhopal.

**7.0 OPERATIONAL MANUAL**

7.1 The Supplier is required to supply the operational manual of the item, diagram etc. along with the consignment, if any.

**8.0 BANKER**

8.1 M.P. Council of Science and Technology, Bhopal bears account with nationalized bank of India.

**9.0 ARBITRATION**

9.1 Any dispute arising out of this agreement in respect of quantity/quality/specification/installation or payment shall be referred to the sole arbitration of the Director General, M.P. Council of Science and Technology, Bhopal (India).

9.2 All legal disputes will be settled under jurisdiction of Bhopal District (India).

9.3 The Director General reserves all rights to accept or reject any tender or the entire process.

Date: .....

Place: .....

**Signature & Seal  
of the Bidder along with date**

**List of Documents to be enclosed along with Technical Bid**

<b>S/N</b>	<b>Document</b>	<b>Yes/No</b>
1	Demand Draft for Cost of Tender Document (INR 500/-) (For Exemption in Tender Cost; enclose MSME Certificate as per clause No. 1.3)	
2	Earnest Money Deposit (EMD) Demand Draft (INR 5,000/-) (For Exemption in EMD; enclose MSME Certificate as per clause No. 2.2)	
3	Income Tax Return (ITR) of preceding 3 years:	
	(i)	
	(ii)	
	(iii)	
4	GSTN Registration	
5	OEM Authorization	
6	Self declaration that Bidder has not been black listed/prohibited by any Govt. organization.	

Date: .....

Place: .....

**Signature & Seal  
of the Bidder along with date**

**TENDER FORM - Technical**

**Tender No. 179/MPCST/NIT/2020**  
**Item: Air Conditioner**

To

The Director General,  
M.P. Council of Science and Technology  
Vigyan Bhawan, Nehru Nagar,  
Bhopal – 462003 (INDIA).

I/We wish to submit the tender for the item advertised by you.

1. Name of the Item:

S/N	Item Name	Specification given at	Quantity
01	<b>Air Conditioner</b>	Annexure - I	06 nos.

2. Name of the Firm : \_\_\_\_\_

3. Telephone No. : \_\_\_\_\_

4. Full Address : \_\_\_\_\_  
\_\_\_\_\_

5. Registration No. of Firm : \_\_\_\_\_  
and Place

6. Details of GSTN : \_\_\_\_\_

7. Details of PAN : \_\_\_\_\_

8. Details of Earnest Money : \_\_\_\_\_  
Deposited  
Amount in Rupees (in digit) \_\_\_\_\_  
(in figure) \_\_\_\_\_  
Issuing Bank \_\_\_\_\_

Draft No. \_\_\_\_\_ Date of Issue \_\_\_\_\_

9. Technical Bid to be submitted as per **Annexure-I**.

10. Total Documents uploaded ..... Pages .....

I/We have read all the terms & conditions of the tender and shall abide by them. The materials shall be supplied strictly as per specification at Annexure – I and in the given time period.

Date: .....

Place: .....

**Signature & Seal**  
**of the Bidder along with date**

**Annexure – I**

**Tender No. 179/MPCST/NIT/2020**  
**Item: Air Conditioner**

**Make & Model:** .....  
.....

<b>Technical Specifications</b>	<b>Indicate Meeting specification Yes or NO</b>
<b>Air Conditioner</b> - Capacity: 1.5 ton, BEE Star Rating: 3 to 5, Type of AC: Split AC, Coil: Copper, Eco-Friendly Refrigerant, Warranty on AC atleast 01 year and Warranty on Compressure atleast 5 years or as per OEM norms.	

Date: .....  
Place: .....

**Signature & Seal  
of the Bidder along with date**

**Tear along the dotted lines and paste on the separate envelope.**

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<b>To, The Incharge Purchase M.P. Council of Science and Technology, Vigyan Bhawan, Nehru Nagar, BHOPAL – 462003</b>	<b>Tender No. 179/MPCST/NIT/2020 Item: Air Conditioner</b>
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**TENDER FORM – Financial**

To  
The Director General,  
MP Council of Science & Technology  
Vigyan Bhawan, Nehru Nagar,  
Bhopal-462 003.

<p><b>Tender No. 179/MPCST/NIT/2020</b> <b>Item: Air Conditioner</b></p>
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I wish to submit the financial bid for the item advertised by you.

<b>Name of the Firm</b>			
<b>Make &amp; Model</b>			
<b>S/No</b>	<b>Item</b>	<b>Price Per Unit (In Figure)</b> (Inclusive All Tax)	<b>Price Per Unit (In Words)</b> (Inclusive All Tax)
01	Air Conditioner		
02	Delivery & Installation		
03	Stand for out-door Unit		
<b>Total Price Rs. (Inclusive All Tax)</b>			
<b>Additional Item, if required</b>			
04	Additonal copper tube/pipe along with insulation (Rate per RFT) after 10 RFT		
05	Additional Drain Pipe (Rate per RFT)		
06	Additonal Power Cable (Rate per RFT)		

Date: .....

Place: .....

**Signature & Seal  
of the Bidder along with date**

**Tear along the dotted lines and paste on the separate envelope.**

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<p>To, The Incharge Purchase M.P. Council of Science and Technology, Vigyan Bhawan, Nehru Nagar, BHOPAL – 462003</p>
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<p><b>Tender No. 179/MPCST/NIT/2020</b> <b>Item: Air Conditioner</b></p>
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