

DISCLAIMER

This RfP document may not be appropriate for all persons, and it is not possible for KBVSAS University to consider the objectives, technical expertise and particular needs of each party who reads or uses their RfP document. The assumptions, assessments, statements and information contained in the RfP document, may not be complete, accurate, adequate or correct. Each bidder should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments and information contained in the RfP document and obtain independent advice from appropriate sources.

KBVSAS University accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein.

KBVSASU makes no representation or warranty and shall have no liability to any person or bidder under any law, statute rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in the RFP document or otherwise including the accuracy, adequacy, correctness, reliability or completeness of the RFP document and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP document on arising in any way in this selection process.

KBVSAS University may in its absolute discretion, but without being under any obligation to do so, update, amend or include any information, assessment or assumption contained in this RFP document.

The issue of RFP document does not imply that KBVSASU university is bound to select bidder or to appoint the select bidder, as the case may be for the proposed assignment and KBVSAS University reserves the right to reject all or any of the proposals without assigning any reasons whatsoever.

In order to meet power consumption requirement KBVSAS University, 62.5 KVA Diesel Generator.

- Date of downloading RfP document: 01/10/2018 onwards.
- Last date and time of submission of proposal: 08/10/2018 upto 1 PM
- Date and Time of Technical Bid Opening: 10/10/2018 at 2 PM.

Note:

In the event of any date indicative above is a declared holiday, the next working day shall become operative for the respective purpose mentioned above.

1. Scope of work:

The selected bidder needs to successfully install and commission a new 62.5 KVA Diesel Generator. The specification of the 62.5 KVA Diesel Generator offered by the bidder will have to be mentioned in Annexure: III

A. Generator Specifications:

Particulars	Details
Genset Output (KVA)	
Engine Rating or Max. Power at rated RPM, in KW (BHP)	
Number of Phases	
Number of Cylinders/ Cylinder arrangement	
Displacement (L)	
Bore & Stroke (mm)	
Compression Ratio	
Rated RPM	
Governor Type	
Frequency regulation, No load to full load	
Over speed trip (RPM)	
Air cleaner type	

B. Exhaust System:

Particulars	Details
Maximum allowable back pressure, kPa	

C. Engine Electrical System:

Particulars	Details
Charging alternator Voltage / Current (DC)	
Starter Motor rated voltage (DC)	
Battery Voltage (DC) / Capacity (AH)	

D. **Fuel System:**

Particulars	Details
Fuel	
Fuel tank Capacity (Ltr)	
Fuel Consumption - LPH at % load - declared value with +/- 5%	
100	
75%	

E. **Lubricating Oil System:**

Particulars	Details
Lube Oil sump capacity	
Oil change period (Hrs)	
Oil consumption (% of SFC)	
Oil cooler	

F. **Cooling System:**

Particulars	Details
Cooling system is designed for max ambient temp, Deg.C at rated load	
Coolant Capacity	

G. **Alternator Specification:**

Particulars	Details
Voltage	
Frequency	
Current @ 0.8 PF (Amps)	
Type	
Exciter Type	
Voltage Regulator	
Insulation	
Temperature rise	
Voltage regulation	
Unbalanced load capability	

H. Acoustic Enclosure:

The Acoustic Enclosure should meet stringent MoEF/CPCB norms.

I. Automatic start and stop

J. Dimension: Max Length: 5 meter, max width: 2 meter and max height: 2.2 meter

2. Bid Processing Fee

Bidders are required to submit a non-refundable bid processing fee of Rs. 1,000.00 (One Thousand Only) in the form of a demand draft drawn from a Nationalized/Scheduled bank located in India in favour of the **Registrar, KBVSAS** University payable at Nalbari.

3. Earnest Money Deposit (EMD)

Bidders shall submit along with the Proposal an EMD of Rs. 10,000/- (Ten Thousand Only) in the form of demand draft drawn from a Nationalized/Scheduled bank located in India in favour of the **Registrar, KBVSAS** university payable at Nalbari. The EMD of unsuccessful Bidders will be returned without any interest as promptly as possible on acceptance of the bid of the selected Bidder or when the bidding process is cancelled by University. EMD of the successful bidder will be returned upon supply, installation and commissioning of deliverables.

The EMD may be forfeited:

- ☐ If a Bidder withdraws its bid during the period of bid validity.

- ☒ In case of a successful Bidder, if the Bidder fails to supply deliverables in accordance with this RfP document.
- ☒ The Bidder being found to have indulged in any suppression of facts, furnishing of fraudulent statement, misconduct, or other dishonest or other ethically improper activity, in relation to this RFP.

4. Right to amend document

KBVSAS University reserves right to modify the RfP document through addendum/corrigendum, any time prior to the lastdate for submission of Proposal which will be uploaded into the University website only from time to time, not to be floated in any newspaper. In order to provide prospective Bidders reasonable time to respond to the modifications, KBVSAS University may, at its sole discretion, extend the last date for submission of bids.

5. Right to accept or reject bids

KBVSAS University reserves right to accept or reject any or all bids without assigning any reason whatsoever. The decision of university authority in this regard will be final.

6. Number of Proposals

No Bidder shall submit more than one Proposal for the proposed work.

7. Currency

The Bidders shall express the price of their Assignment / Job in Indian Rupees only. All payments will be made in Indian Rupees only.

8. Due diligence

The Bidder is expected to and shall be deemed to have examined all instructions, forms, terms, guidelines and specifications in this RfP document. The Proposal should be precise, complete and in the prescribed format as per the requirement of the RfP document. Failure to furnish all information required by the RfP document or submission of Proposal not responsive to the RfP document in every respect will be at the Bidder's risk and may result in rejection of Proposal. KBVSASU shall at its sole discretion be entitled to determine the adequacy / sufficiency of the information provided by the Bidder.

9. Cost of bidding

The Bidder shall bear all costs associated with the preparation and submission of its Proposal and KBVSASU shall in no event or circumstance be held responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

10. Period of Validity

10.1 Proposals shall remain valid for 180 (One hundred and eighty) days after the last date of submission of bids. KBVSASU holds the right to reject a Proposal valid for a period shorter than 180 days as nonresponsive, without any correspondence.

10.2 In exceptional circumstances, KBVSAS University may solicit the Bidder's consent to an extension of the period of validity. The request and the response thereto shall be made in writing. Extension of validity period by the Bidder shall be unconditional. EMD provided may also be mutually extended. A Bidder may refuse the request without forfeiting the EMD. A Bidder granting extension of validity will not be permitted to modify his Proposal.

11. Time of Completion

The supply, installation and commissioning of the Diesel Generator shall be completed by the selected Bidder within 15 (Fifteen) calendar days from the date of receipt of Work Order.

12. Delay in Completion of Work

In case of any delay by the selected Bidder to complete the work in the scheduled time, KBVSASU will serve show cause notice to it. Depending on the reply of the selected Bidder and subsequent enquiry regarding the matter, KBVSASU may extend the time period for the proposed work or impose a penalty @ 0.2% (Zero Point Two Percent) of the total Cost per week on the selected Bidder or terminate the contract which it deems fit. In case the performance of the selected Bidder is not found satisfactory even after serving of show cause notice or imposition of penalty, KBVSASU reserves the right to **Blacklist** the selected Bidder with immediate effect.

13. Indemnity

The selected Bidder shall have to indemnify KBVSASU against any loss/expenditure incurred or any disputes/claims from anybody for having used/using patented design. Any patented design shall be under manufacturer's license agreements and a copy of such agreement authorizing the selected Bidder to manufacture the patented designs shall be given to KBVSASU.

14. Date of Reckoning

The experience of the Bidders and their professionals should be reckoned from the last date of submission of Proposal for the proposed work of KBVSASU.

15. Pre-Qualification Criteria:

The Bidder should have the following pre-qualification criteria to participate in the technical bid-

(A) Technical:

A.1 The Bidder must be an authorized dealer/representative/supplier of the OEM.

A.2 The Bidder should be an entity registered under following acts for last 5 (Five) years:

- Indian Companies Act
- Limited Liability Partnerships (LLP Act, 2008)
- Indian Partnership Act, 1932

A.3 The Bidder must have prior experience of Supply, Installation and Commissioning of Diesel Generator of not less than 62.5 KVA in at least 2 (Two) Government/Semi-Government/Autonomous/PSU Organization during last 5 (Five) years.

A.4 The Bidder must have an office located in Guwahati.

A.5 The Bidder should not be blacklisted by any department/organization.

A.6 The Bidder must have GST Registration, Income Tax return and valid Trade License.

Only single company/firm is eligible to bid. Consortium or joint venture formed for the purpose of this work will not be allowed.

(B) Financial:

☐ The Average Annual Turnover of the Bidder must be equal to or more than Indian Rupees 1(One) Crore during the last 3 (three) financial years.

16. Authentication of Proposal

The Proposal shall be signed on each page by a person or persons duly authorized by the Bidder. The Bidder also need to submit a copy of the RfP document sealed and signed by the authorized signatory as a token of acceptance to the terms and conditions of the RfP document.

17. Language of Proposal

The language of Proposal, all related correspondence and supporting documents should be written only in English. In case language of any document submitted is other than English, a translated English version duly certified by competent authority should be submitted.

18. Validation of Interlineations in Proposal

Any interlineations, erasures, alterations, overwriting, additions shall be valid only if the person or persons signing the Proposal have authenticated the same with signature.

19. Sealing and Marking of Proposal

The envelopes for the technical bid and the financial bid shall be placed in a sealed outer envelope clearly marked as "Proposal for Supply, Install and Commissioning of Diesel Generator". If the outer envelope is not sealed and marked as required, KBVSAS University will assume no responsibility for the Proposal's misplacement or premature opening.

20. Address for Proposal submission

The Proposal complete in all respect should be submitted to the following address-
The Registrar, KBVSAS University, Namati, Nalbari, Assam, PIN-781337.

21. Rejection of Proposal

Proposals, incomplete in any respect or received without drafts for cost of RfP document or EMD or received after due date and time will be summarily rejected.

22. Payment Terms

The payment will be made on completion of the proposed work. KBVSASU will have no liability regarding transportation, boarding and lodging of the selected Bidder, their staff and machineries.

TDS applicable as on date shall be deducted from the actual bill submitted for payment.

23. Warranty

The selected Bidder will have to provide on-site warranty on the supplied and installed Diesel Generator till **5(Five) years** from the date of installation.

24. Confidentiality

The selected Bidder shall be responsible to maintain the confidentiality of data and any other information and make sure that information is not shared outside the KBVSASU. The confidentiality agreement, if required shall be signed by the selected Bidder.

25. Presentation/Demonstration

The Bidders may be called for a presentation/demonstration as per convenience of KBVSASU at a short notice for evaluation purposes if required.

26. Evaluation and comparison of bids

Technical bid evaluation will be completed prior to any financial bid is being opened. Any condition of the Bidders sent along with the bids, if any, shall not be binding on KBVSAS university and liable to be rejected.

26.1 Technical Bid Evaluation: Based on the technical bid evaluation, only technically qualified Bidders shall be short-listed for evaluating their financials bids.

26.2 Financial Bid Evaluation: Financial bids of only the short-listed Bidders shall be opened. The rates mentioned in the financial bid are to be mentioned in words as well as in figures. In case of any deviation, the rate quoted in words will be accepted. It is not a binding on KBVSASU to accept the lowest quoted rate.

27. Submission of Bids

Interested Bidders are requested to submit the technical bid (Annexure-II) and financial bid (Annexure-VI) in two separate envelopes clearly marking as "Technical Bid" and "Financial Bid" on the respective envelopes. Both these envelopes are to be put inside an outer envelope. The demand draft for bidprocessing fee, demand draft for EMD and covering letter (Annexure-I) shall be the part of the technical bid.

Proposal complete in all respect is to be submitted to the address mentioned in clause 22.

Covering Letter
(On Bidder's letterhead)

FROM: (Full name and address of the Bidder)

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To

**The Registrar,
Kumar BhaskarVarma Sanskrit & Ancient Studies University
Namati, Nalbari, Assam, PIN-781337**

Sub: - Supply, Install and Commissioning of Diesel Generator

Ref: RfPNo.

Sir,

We hereby submit our Proposal in full compliance with terms & conditions of the above referred RfP document. A copy of the RfP document, duly signed on each page is also submitted as a proof of our acceptance of all specifications as well as terms & Conditions. We have submitted the requisite amount of bid Processing fee and EMD in the form of Demand Drafts.

Yours Faithfully,

**Signature of the authorized signatory of the
Bidder with name, designation, seal and date**

Annexure-II**Technical bid**
(On Bidder's letterhead)

SL. No.	Particulars	Give details or mention page no. where attached
1	Name of the Bidder	
2	Address, email id and telephone number of the office of the Bidder	the registered
3	Address, email id and telephone number of the office of the Bidder located at Guwahati	
4	Name, designation, address, email id and mobile number of the contact person of the Bidder	
5	Date of Incorporation (attach photocopy of documents)	
6	Date of Commencement of Business	
7	Registration number of the Bidder as per Incorporation (attach photocopy of registration certificate)	Certificate of
8	PAN Number of the Bidder (attach photocopy of PAN card)	
9	Certificate for authorized dealership/representative/supplier (Attach photocopy of documents)	
10	GST registration (attach photocopy of documents)	
11	Latest GST return of the Bidder (attach photocopy of documents)	
12	Income Tax Return of the Bidder for last 3 (Three) financial years (attach photocopy of	

	documents)	
13	Trade License of the Bidder (attach photocopy)	
14	Experience of the Bidder in supply, install and commissioning of Diesel Generator during last 5 (Five) years in the format at Annexure- III along with relevant work order/successful completion certificate	
15	Certificate for not being blacklisted in the format at Annexure- IV	
16	Chartered Accountant certified Turnover by the Bidder during the last 3(Three) financial years with year- wise break up in the format at Annexure-V	

**Signature of the authorized signatory
of the
Bidder with name, designation, seal
and date**

Annexure-III

Experience in Supply, Install and Commissioning of Diesel Generator
(On Bidder's letterhead)

A. Completed Works during the last Five years (extra rows may be added if required):

SL. No.	Name & Address of The client	Date of start of the work	Date of Completion	Description of Work	Cost of the Work in Indian Rupees
1					
2					
3					
4					

B. Ongoing Works during the last Five years (extra rows may be added if required):

SL. No.	Name & address of the Client	Date of Start of the work	Work Duration	Description of Work	Cost of the Work in Indian Rupees
1					
2					
3					
4					

Note: Please also note that the copies of work orders or satisfactory completion certificate from the clients shall be required to be submitted for all the above mentioned work.

Signature of the authorized signatory of the Bidder with name, designation, seal and date

Certificate for not being blacklisted
(On Bidder's letterhead)

To

**The Registrar
Kumar BhaskarVarma Sanskrit & Ancient Studies University
Namati, Nalbari, Assam, PIN-781337**

Date:

Sub: Self Certification

Sir,

I, the undersigned hereby certify that neither the M/s _____ nor any of its directors/constituent partners have been blacklisted by any State or Central Government or Government Undertaking / Enterprise, prior to the date of submission of this Proposal for the purpose of supply, install and commissioning of Diesel Generator.

The undersigned hereby authorize(s) and request(s) any bank, person, firm or corporation to furnish pertinent information deemed necessary and requested by AHSEC with the intention of verifying the correctness of this statement or regarding the competence and general reputation as stated above.

Yours faithfully,

**Signature of the authorized signatory of the
Bidder with name, designation, seal and date**

Annexure-V

Annual Turnover Statement
(On the letterhead of Chartered Accountant/Auditor)

The annual turnover of M/s..... for the past three financial years are given below and certified that the statement is true and correct.

Sl. No.	Financial Year	Turnover (inclusive of Tax) (In Figures)	Turnover (inclusive of Tax) (In Words)
1	2014 - 2015		
2	2015 - 2016		
3	2016 - 2017		
Total			
Average turnover per annum			

Date:

**Signature of the Auditor/Chartered
Accountant
with name (in capital letters) and seal**

Annexure-VI

Financial Bid
(On Bidder's letterhead)

Name of Work: Supply, Install and Commissioning of Diesel Generator

Particulars	Make	Model	Quantity	Price (Including all Applicable Taxes/Duties) (Both in Figures and Words)
Diesel Generator to be purchased (A)				
Diesel Generator to be replaced (B)				
Resultant Price (A-B)				

Declaration:

This is to certify that we, before signing this assignment have read and fully understood all the terms and conditions contained in the RfP document for supply, install and commissioning of Diesel Generator and undertake ourselves to strictly abide by them.

Signature of the authorized signatory of the Bidder with name, designation, seal and date