



UNIVERSITY OF CALCUTTA
OFFICE OF THE UNIVERSITY ENGINEER
87/1 College Street
Darbhanga Building, Ground Floor
Kolkata-700073
Website :-www.caluniv.ac.in

NOTICE INVITING QUOTATION

University of Calcutta invites **sealed** quotation from resourceful and bonafide contractors for the following work

1.	N.I.Q. No	:	Eng /CQ-10/19-20. Dated 04/ 05 / 2019
2.	Name of Work	:	Supplying and installation of Curtain for all the rooms of Library and Information Science Department 8 th floor of Centenary Building, College street Campus, under University of Calcutta.
3.	Estimated Cost put to Tender	:-	NA
4.	Earnest Money	:-	A sum of 5% of the Quoted amount in the form of CTS demand draft in favour of University of Calcutta payable at Kolkata is to be attached with the Tender as earnest money failing which the tender will be treated cancelled. The earnest money will be returned to unsuccessful tenders on application after issuing of work order to the successful bidder. In case of successful tender the EMD will be returned on application after an equal amount of security deposit is ducted by the University from the running bills.
5.	Time of completion	:-	30days
6.	Eligibility Criteria	:-	Valid trade License , GST & Pan and credential for satisfactory completion of similar nature of job. Amounting 75 % of the estimated value in a single tender in the last three financial year . Government, Government Undertaking and University of Calcutta credentials are accepted.(only completion certificate of the work should be treated as Credential.
7.	Last date of receipt of application for tender	:-	NA
8.	Last date of Sale/ issue of tender / Quotation papers		TO BE DOWNLOADED FROM WEBSITE.(www. caluniv.ac.in)
9.	Last Date and Time of Quotation Submission	:-	12/06/2019.(up to 2.00 PM)
10.	Date and Time of Tender Opening	:-	On or after 3:00 PM 12/6/2019

N.I.Q no ,Name of work and the date of opening should be written on the sealed envelope otherwise tender will not be opened thus cancelled.

The undersigned reserves the right to reject any or all Tenders without assigning any reason what so ever.

03.06.19
University Engineer C.U.



UNIVERSITY OF CALCUTTA

Name of the work:- Supplying and installation of Curtain for all the rooms of Library and Information Science Department 8th floor of Centenary Building, Collegestreet Campus, under University of Calcutta.

N. I.Q. no- Eng /CQ-10/19-20. **Dated** 04/ 05 / 2019

Name of Agency:-

Address of Agency:-

Amount quoted by Agency(in figure and words):-

.....(Rs.....)

Signature of the Agency with Date and Seal:-



UNIVERSITY OF CALCUTTA

N. I.Q. no- Eng /CQ-10/19-20.

Dated 04/ 05 / 2019

CONTRACT FOR WORK

GENERAL TERMS AND DIRECTION FOR THE GUIDANCE OF CONTRACT

1. Eligible Tenders will have to download the tender papers from the website & drop the filled tender papers signed with seal and date at every page along with copy of Valid Trade license's, GST & PAN and Credential for satisfactory completion of similar nature of job amounting to at least seventy five percent of the job value in a single tender from any Government, Govt. undertaking or University of Calcutta in the last three financial year in sealed envelope in the Tender box kept in the Office of the undersigned with in the specified time mentioned in the NIT. which will be opened by the undersigned or by his representative with in **the specified time and date mentioned in the NIQ.** The tendered must write the name of the work , NIQ no , the date of opening and name of the bidder on the envelop failing which the tender will not be opened thus will be treated as cancelled.
2. The rate should be quoted after inspection of the site and inclusive of all incidental charges i.e. freight, insurances, labour insurances, handling charges, necessary government taxes, duties etc as well as the Water, Electricity charges which are to be paid as per rules .
3. The contractor shall be responsible to ensure compliance with the provision of minimum wages act 1948 as modified up to date and the rules made in respect of any employees, employed by the contractor directly or through the petty or subcontractor for the purpose of carrying this contract. The contractor shall be responsible for any damage, injury or loss caused by the work or workmen to any person, animal or material during the progress of work.
4. Liquidated damage will be charged to the contractor if they fail to complete the work within the stipulated time, 0.01% per day to a maximum limit of 05 % of the contract value
5. The allotted time for completion of the work as mentioned in the NIQ days from the date of receipt of work order . Time is the essence of this contract. Normally no time extension will be granted. In case of prayer for extension of time the University authority has the full right reserved to grant it or discard it.
7. A sum of 5% of the Quoted amount. in the form of demand draft in favour of UNIVERSITYOF CALCUTTA payable at Kolkata is to be attached with the tender as earnest money failing which the tender will be treated cancelled. The



earnest money will be returned to unsuccessful tenderers on application after issue of work order to the successful bidder. For successful tenderer the EMD will be returned on application after an equal amount of security deposit is deducted from the running bills.

Amount:- Rs

D.D No..... **Dated** / /20

Name of Issuing Bank:--

B ranch :-

8. Work is to be carried out as per specification laid in the B.O.Q or as per instruction of the University Engineer or his representative.
9. The materials brought to site for execution of the work should by no means be taken out of site without the permission of the Engineer C.U.
10. The rates must be quoted in words in figure other wise the tender will be cancelled.
11. The University will not be bound to accept the lowest bidder.
12. The University will not supply any materials to the contractor.
13. The contractor will work under the strict supervision of the Engineer/ Sub-Assistant Engineer. The BOQ given along with the tender are provisional payment will be made on the actual work done jointly measured by the Engineer or his representative(Sub-Assistant Engineer) & the contractor or his representative. The contractor will have to submit bill in printed format in duplicate .
14. The contractor will have to take necessary instruction from the Engineer CU/ Sub-Assistant Engineer regarding the execution of work.

 Sd/-
University Engineer

Name of the Agency:

Address :-

SIGNATURE OF THE CONTRACTOR WITH SEAL AND DATE

NIQ no:- Eng /CQ-10/19-20. Dated 04/ 05 / 2019

Name of work:- Supplying and installation of Curtain for all the rooms of Library and Information Science Department 8th floor of Centenary Building, Collegestreet Campus, under University of Calcutta

Sl.no	Description of Work	Unit	Quantity	Rate	Amount
1	Providing and fixing set of one curtain rod for window with two nos Studs of stainless , (with intermediate support if required) ,stainless steel pipes of 25mm-32mm dia 1.25mm thick of best quality for window size of 1.2MX1.5M.	Each	22(TWENTY TWO)		
2	Providing and fixing set of two good quality cotton curtains for window size 1.2x1.5, with a drop length of minimum 1.5m Top belt of the curtain will have a suitable hanging arrangement from the rod.	Each	22(TWENTY TWO)		
	Total Cost inclusive all taxes				

Name and Address of the Agency:-

Rate Quoted :- (in figure)-

(In words):-

Signature of the Agency with date and seal:-