



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-41/19-20. Dated 20/ 06 / 2019
2.	Name of Work	:	Supplying and installation of Curtains of different rooms of Economics Building at 56A BT Road, 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 deducted by the University from the running bills. EMD is exempted for those bidders who are registered with NSIC or any Government organization- to safeguard against a bidder withdrawing/altering his bid during the bid validity period.
5.	Time of completion	:-	20days
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	:-	28/06/2019.(up to 2.00 PM)
10.	Date and Time of Tender Opening	:-	On or after 3:00 PM 28/06/2019

N.I.Qno ,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.

UNIVERSITY ENGINEER (C.U)



UNIVERSITY OF CALCUTTA

Name of the work Supplying and installation of Curtains of different rooms of Economics Building at 56A BT Road, under University of Calcutta.

N. I.Q. no- Eng /CQ-41/19-20. **Dated** 20/ 06 / 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-41/19-20. Dated 20/ 06 / 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 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 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

Name of work:-Supplying and installation of Curtains of different rooms of Economics Building at 56A BT Road, 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 (bidders must visit the site before quoting)	Each	38(Thirty Eight)		
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. (bidders must visit the site before quoting)	Each	38(Thirty Eight)		
	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:-



UNIVERSITY OF CALCUTTA

Office of the Engineer
Darbhanga Building
87/1 College Street
Kolkata- 700073

NOTICE INVITING QUOTATION

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

1.	N.I.T. No	:	Eng/EQ-42/19-20	Dated:20/06/2019
2.	Name of Work	:	Comprehensive annual maintenance (excluding compressor) of the room air conditioners (36nos. split type & 2nos. window type) in the Alipore Campus Library, CU.	
3.	Estimated Cost put in quotation	:-	x	
4.	Earnest Money	:-	A sum of 5% of quotation value 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 deducted by the University from the running bills/final bill as per norms.	
5.	Time of completion	:-	365 days from the date of issue of work order.	
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.	Issue of tender papers	:-	TO BE DOWNLOADED FROM WEBSITE (www.caluniv.ac.in).	
8.	Last Date and Time of tender submission	:-	28/06/9 (up to 2.00 PM)	
9.	Date and Time of tender opening	:-	On 28/06/19 (at 3.00 PM) or after	

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

UNIVERSITY ENGINEER (C.U)



UNIVERSITY OF CALCUTTA

NOTICE INVITING TENDER No: Eng/EQ-42/19-20

Dated: 20/06/2019

Name of the work: -Comprehensive annual maintenance (excluding compressor) of the room air conditioners (36nos. split type & 2nos. window type) in the Alipore Campus Library, CU.

Name of Agency:-

Address of Agency:-

Rate quoted by Agency: -

Signature of the Agency with date & stamp:-



UNIVERSITY OF CALCUTTA

Tender No: - Eng/EQ-42/19-20

Dated: 20/06/2019

TENDER AND 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(only completion certificate of the work should be treated as Credential) in sealed envelope in the Tender box kept in the

Office of the undersigned. The tendered must write the name of the work, NIT 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 is 365 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.

6. (a) If the successful contractor's bid rate is 80% or less than the estimated amount put to tender the contractor will have to submit a Bank Guarantee amounting to 10% of the Tendered amount before issue of Work order failing which the EMD will be forfeited and the agency may be blacklisted. The Bank Guarantee should be valid till the end of the contract period and shall be renewed accordingly if required. This bank Guarantee is an Additional Performance Security .So provision of deducting Security deposit from bills will hold goods per relevant clause of the contract. The bank Guarantee shall be returned immediately on successful completion of contract.



(b) The University authority will retain a sum amounting to 10% of the bill of the contract for a period of six months from the date of completion of work as Security Deposit. This will be released after a period of six months from the date of completion of the work on application.

7. A sum of 5% of the estimated amount put to tender (as mentioned earlier) 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.

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

Name of Issuing Bank:--

B ranch :-

Amount: - Rs /-(Rupees)

8. Work is to be carried out as per specification laid in the B.O.Q or PWD specification 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 otherwise 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. The estimate given along with the tender are provisional, payment will be made on the actual work done jointly measured by the consultant & the contractor. 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 / his representative regarding the execution of work.

15. The contractor has to produce user end completion certificate before claiming of final bill.

16. The eligible Contractor who does not have ESI for their workers will have to possess workmen's compensation policy for their workers before starting the job.



Sd/-

University Engineer

Name of the Agency:-

Address:-

Signature of the contactor with seal & date:



BOQ for the comprehensive annual maintenance (excluding compressor) of the room air conditioners (36nos. split type & 2nos. window type) in the Alipore Campus Library, CU.

Tender No: - Eng/EQ-42/19-20

Dated: 20/06/2019

Sl. No.	Location	No. of machines	Basic Amount(Rs)	Amount With Taxes (Rs)
1.	Alipore Campus Library, CU.	a.)36nos.(split type AC machines) b.) 2nos. (window type AC machines)	a) b)	a) b)

Terms & Conditions:

- 1) Routine maintenance & health checkup of all the machines should be done every month.

- 2) All machines are required to be overhauled quarterly & filter of each machine to be cleaned every month.
- 3) Agency will have to provide contract numbers for lodging complain & should have to attend any fault within 2hrs. of lodging complain.
- 4) Agency should have to maintain proper log book & have to be signed after each fault repairing/routine checkup/overhauling.
- 5) Agency will have to provide all necessary safety gazettes to his staff /technicians. University of Calcutta will not take any responsibility for any unwanted incidents.
- 6) Agency should have to engage experience & sound technicians for the job.
- 7) Agency should have to provide necessary insurances for his technicians.
- 8) Payment will be made after successful completion of the work against bill raised by the agency or as per CU norms.
- 9) Comprehensive maintenance (excluding compressor) means providing all spare parts required to make the machine healthy along with gas filling, copper/water pipe line, condenser & etc.
- 10) University Engineer, CU, reserves the right to reject any or all quotations/tenders & may terminate the work any time without assigning any reason what so ever.

RATE QUOTED BY AGENCY IN FIGURE & WORDS:

SIGNATURE OF THE CONTRACTURE WITH SEAL AND DATE:



UNIVERSITY OF CALCUTTA

Office of the Engineer
Darbhanga Building
87/1 College Street
Kolkata- 700073

NOTICE INVITING QUOTATION

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

1.	N.I.Q. No	:	Eng /EQ-43/19-20	Dated:20/06/2019
2.	Name of Work	:	Supplying, installation & commissioning of AC Digital photocopier machines (Xerox machines) in the Engineering Department, College Street Campus, CU.	
3.	Estimated Cost	:-	x	
4.	Earnest Money	:-	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 quotationers on an application as per provision in Purchase & Work Manual, CU. For successful quotationer the EMD will be returned on application after an equal amount of security deposit is deducted from the running bills/final bill or as per provision in Purchase & Work Manual, CU.	
5.	Time of completion	:-	7days	
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 papers		TO BE DOWNLOADED FROM WEBSITE (caluniv.ac.in).	
9.	Last Date and Time of tender Submission	:-	28/06/19(up to 2.00 PM)	
10.	Date and Time of Tender Opening	:-	28/06/19 (at 3.00 PM or after)	

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

UNIVERSITY ENGINEER (C.U)



UNIVERSITY OF CALCUTTA

NOTICE INVITING QUOTATION NO. -Eng /EQ-43/19-20.

DATED: 20/06/2019

Name of the work: -Supplying, installation & commissioning of AC Digital photocopier machines (Xerox machines) in the Engineering Department, College Street Campus, CU.

Name of Agency:-

Address of Agency:-

Rate quoted by Agency: -

Signature of the Agency with date & stamp:-



UNIVERSITY OF CALCUTTA

Quotation No: - Eng /EQ-43/19-20

Dated: 20/06/2019

TENDER AND CONTRACT FOR WORK

GENERAL TERMS AND DIRECTION FOR THE GUIDANCE OF CONTRACT

1. Eligible quotationers will have to download the tender papers from the website & drop the filled quotation papers signed with seal and date at every page along with copy of valid trade license, GST & PAN and Credential for satisfactory completion of similar nature of job amounting to at least 75% of the job value in a single tender from any Government, Govt. undertaking or University of Calcutta in the last three financial year(only completion certificate of the work should be treated as Credential) in sealed envelope in the Tender box kept in the Office of the undersigned. The quotationers 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 is 7 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.

6 (a) The University authority will retain a sum amounting to 10% of the bill of the contract for a period of six months from the date of completion of work as Security Deposit. The same will be released after a period of six months from the date of completion of the work on application.

7.5% 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 quotationers on an application as per provision in Purchase & Work Manual, CU. For successful quotationer the EMD will be returned on application after an equal amount of security deposit is deducted from the running bills/final bill or as per provision in Purchase & Work Manual, CU.

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

Name of Issuing Bank:--

B ranch :-

Amount: - Rs /-(Rupees)

8. Work is to be carried out as per specification laid in the B.O.Q 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 otherwise 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 or his representative. The BOQ given along with the tender is provisional. Payment will be made on the actual work done jointly measured by the Engineer/SAE/consultant & the contractor. 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, regarding the execution of work.
15. Warranty period of the job will be as per manufacturer guideline.
16. The contractor has to produce user end completion certificate before claiming of final bill.

Sd/-

University Engineer

Name of the Agency:-

Address:-

SIGNATURE OF THE CONTRACTURE WITH SEAL AND DATE:



BOQ of Supplying, installation & commissioning of AC Digital photocopier machines (Xerox machines) in the Engineering Department, College Street Campus, CU.

Quotation No: - Eng/EQ-43/19-20 Dated: 20/06/2019

Sl.No.	Description	Quantity	Rate (Rs)	Amount (Rs)
1.	Supplying of new A3 Digital Multifunction (Automatic Duplex) system with print, scan & copy in built network printing. Copy/Print speed not less than 23ppm (A4). Supported memory not less than 128MB. Power consumption less than 550W. Standard paper capacity 350 sheets upto A3. Compatible operating systems- windows 10/7/XP, Windows 2008/2003, Windows Vista. Make- HP, Canon or its equivalent.	2nos.		
2.	Installation & commissioning of the above machines along with all accessories as required for completing the job.	2nos.		
3.	Add: Taxes as per norms.			
4.	Less: Buy back of 3nos. old defunct Xerox machines. a) Ricoh make Aticio MP2000L2- 1no. b) Canon make image RUNNER 2420L- 2nos..	3nos.		
5.			Total:	

Amount in figures & Words:

Signature of the agency with date & stamp:



UNIVERSITY OF CALCUTTA

Office of the Engineer
Darbhanga Building
87/1 College Street
Kolkata- 700073

NOTICE INVITING QUOTATION

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

1.	N.I.Q. No	:	Eng /EQ-44/19-20	Dated; 20/06/2019.
2.	Name of Work	:	Supplying & installation of a latest version LED smart icore3 (8 th generation) computer system along with a printer for the Sanskrit Department, College Street Campus, CU.	
3.	Estimated Cost	:-	x	
4.	Earnest Money	:-	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	:-	7days	
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 papers		TO BE DOWNLOADED FROM WEBSITE (caluniv.ac.in).	
9.	Last Date and Time of tender Submission	:-	28/06/19 (up to 2.00 PM)	
10.	Date and Time of Tender Opening	:-	28/06/19 (at 3.00 PM or after)	

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

UNIVERSITY ENGINEER (C.U)



UNIVERSITY OF CALCUTTA

NOTICE INVITING QUOTATION NO. -Eng /EQ-44/19-20DATED:20/06/2019

Name of the work: -Supplying & installation of a latest version LED smart icore3 (8th generation) computer system along with a printer for the Sanskrit Department, College Street Campus, CU.

Name of Agency:-

Address of Agency:-

Rate quoted by Agency: -

Signature of the Agency with date & stamp:-



UNIVERSITY OF CALCUTTA

Quotation No: - Eng /EQ-44/19-20 Dated: 20/06/2019

TENDER AND CONTRACT FOR WORK

GENERAL TERMS AND DIRECTION FOR THE GUIDANCE OF CONTRACT

1. Eligible quotationers will have to download the tender papers from the website & drop the filled quotation papers signed with seal and date at every page along with copy of valid trade license, GST & PAN and Credential for satisfactory completion of similar nature of job amounting to at least 75% of the job value in a single tender from any Government, Govt. undertaking or University of Calcutta in the last three financial year (only completion certificate of the work should be treated as Credential) in sealed envelope in the Tender box kept in the Office of the undersigned. The quotationers 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 is 7days 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.

6 (a) The University authority will retain a sum amounting to 10% of the bill of the contract for a period of six months from the date of completion of work as Security Deposit. The same will be released after a period of six months from the date of completion of the work on application.

7.A sum of 5% of the estimated amount i.e. Rsin the form of demand draft in favour of UNIVERSITYOF CALCUTTA payable at Kolkata is to be attached with the quotation as earnest money, failing which the quotation will be treated cancelled. The earnest money will be returned to unsuccessful quotationers on application after issue of work order to the successful bidder.

For successful quotationer the EMD will be returned on application after an equal amount of security deposit is deducted from the running bills/final bill.

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

Name of Issuing Bank:--

B ranch :-

Amount: - Rs /-(Rupees)

8. Work is to be carried out as per specification laid in the B.O.Q or PWD specification 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 otherwise 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 or his representative. The BOQ given along with the tender is provisional. Payment will be made on the actual work done jointly measured by the Engineer/SAE/consultant & the contractor. 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, regarding the execution of work.
15. Warranty period of the job will be as per manufacturer guideline.

Sd/-

University Engineer

Name of the Agency:-

Address:-

SIGNATURE OF THE CONTRACTURE WITH SEAL AND DATE:

Name of the work: - BOQ for supplying & installation of a latest version LED smart icore3 (8th generation) computer system along with a printer for the Sanskrit Department, College Street Campus, CU.

Tender Notice No.-Eng/EQ-44/19-20Dated; 20/06/19

Sl.No.	Description	Quantity	Basic Amount(Rs)	Amount with taxes(Rs)
1.	HP combo Intel core i3/4GB/1TB HDD/DVD RW, Desktop PC,21inch LED monitor, 8 th generation, or its equivalent.	1item.		
2.	HP Laserjet P1108 Printer Black Cartridge or its equivalent.	1item.		
3.	600VA APC UPS	1item.		
4.	Buy back of old computer & printer.	1item.		
5.	Total amount:			

Amount in Figures & Words:

Signature of the contractor with date & stamp:



UNIVERSITY OF CALCUTTA

Office of the Engineer
Darbhanga Building
87/1 College Street
Kolkata- 700073

NOTICE INVITING QUOTATION

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

1.	N.I.T. No	:	Eng/EQ-45/19-20	Dated:20/06/2019
2.	Name of Work	:	Comprehensive annual maintenance (excluding compressor) of the room air conditioners (71nos. split type & 28nos. window type) in different locations of College Street Campus, CU & Goenka Hospital, CU.	
3.	Estimated Cost put in quotation	:-	x	
4.	Earnest Money	:-	A sum of 5% of quotation value 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 deducted by the University from the running bills/final bill as per norms.	
5.	Time of completion	:-	365 days from the date of issue of work order.	
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.	Issue of tender papers	:-	TO BE DOWNLOADED FROM WEBSITE (www.caluniv.ac.in).	
8.	Last Date and Time of tender submission	:-	28/06/19 (up to 2.00 PM)	
9.	Date and Time of tender opening	:-	On 28/06/19 (at 3.00 PM) or after	

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

UNIVERSITY ENGINEER (C.U)



UNIVERSITY OF CALCUTTA

NOTICE INVITING TENDER No: Eng/EQ-45/19-20

Dated: 20/06/2019

Name of the work: -Comprehensive annual maintenance (excluding compressor) of the room air conditioners (71nos. split type & 28nos. window type) in different locations of College Street Campus, CU &Goenka Hospital, CU.

Name of Agency:-

Address of Agency:-

Rate quoted by Agency: -

Signature of the Agency with date & stamp:-



UNIVERSITY OF CALCUTTA

Tender No: - Eng/EQ-45/19-20

Dated: 20/06/2019

TENDER AND 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(only completion certificate of the work should be treated as Credential) in sealed envelope in the Tender box kept in the Office of the undersigned. The tendered must write the name of the work, NIT 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 is 365 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.
6. (a) If the successful contractor's bid rate is 80% or less than the estimated amount put to tender the contractor will have to submit a Bank Guarantee amounting to 10% of the Tendered amount before issue of Work order failing which the EMD will be forfeited and the agency may be blacklisted. The Bank Guarantee should be valid till the end of the contract period and shall be renewed accordingly if required. This bank Guarantee is an Additional Performance Security .So provision of deducting Security deposit from bills will hold goods per relevant clause of the contract. The bank Guarantee shall be returned immediately on successful completion of contract.



(b) The University authority will retain a sum amounting to 10% of the bill of the contract for a period of six months from the date of completion of work as Security Deposit. This will be released after a period of six months from the date of completion of the work on application.

7. A sum of 5% of the estimated amount put to tender (as mentioned earlier) 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.

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

Name of Issuing Bank:--

B ranch :-

Amount: - Rs /-(Rupees)

8. Work is to be carried out as per specification laid in the B.O.Q or PWD specification 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 otherwise 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. The estimate given along with the tender are provisional, payment will be made on the actual work done jointly measured by the consultant & the contractor. 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 / his representative regarding the execution of work.

15. The contractor has to produce user end completion certificate before claiming of final bill.

16. The eligible Contractor who does not have ESI for their workers will have to possess workmen's compensation policy for their workers before starting the job.



Sd/-

University Engineer

Name of the Agency:-

Address:-

Signature of the contactor with seal & date:



BOQ for the Comprehensive annual maintenance (excluding compressor) of the room air conditioners (71nos. split type & 28nos. window type) in different locations of College Street Campus, CU &Goenka Hospital, CU.

Tender No: - Eng/EQ-45/19-20

Dated: 20/06/2019

Sl. No.	Location	No. of machines	Basic Amount(Rs)	Amount With Taxes (Rs)
1.	College Street Campus, CU &Goenka Hospital, CU, CU.	a.)71nos.(split type AC machines) b.) 28nos. (window type AC machines)	a) b)	a) b)

Terms & Conditions:

- 1) Routine maintenance & health checkup of all the machines should be done every month.
- 2) All machines are required to be overhauled quarterly & filter of each machine to be cleaned every month.
- 3) Agency will have to provide contract numbers for lodging complain & should have to attend any fault within 2hrs. of lodging complain.
- 4) Agency should have to maintain proper log book & have to be signed after each fault repairing/routine checkup/overhauling.
- 5) Agency will have to provide all necessary safety gazettes to his staff /technicians. University of Calcutta will not take any responsibility for any unwanted incidents.
- 6) Agency should have to engage experience & sound technicians for the job.
- 7) Agency should have to provide necessary insurances for his technicians.
- 8) Payment will be made after successful completion of the work against bill raised by the agency or as per CU norms.
- 9) Comprehensive maintenance (excluding compressor) means providing all spare parts required to make the machine healthy along with gas filling, copper/water pipe line, condenser & etc.
- 10) University Engineer, CU, reserves the right to reject any or all quotations/tenders & may terminate the work any time without assigning any reason what so ever.

RATE QUOTED BY AGENCY IN FIGURE & WORDS:

SIGNATURE OF THE CONTRACTURE WITH SEAL AND DATE:

