



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-32/18-19	Dated 28/ 09/2018.
2.	Name of Work	:	Re-tender for providing manpower (skilled & unskilled) as per rules of Labour Commissioner, Govt. of West Bengal, for Electrician (skilled) -04nos., Electrical Helper(unskilled)-02nos. & Plumber(skilled)-02nos. for maintaining emergency work at different Campuses & Hostels under the University of Calcutta.	
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 deducted by the University from the running bills.	
5.	Time of completion	:-	(1+1+1)year	
6.	Eligibility Criteria	:-	Valid electrical license, trade license, GST, Pan & ESI/EPF registration/Labour insurance certificate 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 from Government organizations/ Government undertakings/ Autonomous bodies/Educational Institutions.(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	:-	10/10/18( up to 2.00 PM)	
10.	Date and Time of Tender Opening	:-	10/10/18( at 3.00 PM)	

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.

For details enquiry & further correspondence feel free to contact the Engineer C.U. or  
The Office of the Engineer at any working day between 11.00 am to 4.00 pm.

  
University Engineer  
&  
Convener of The Tender Committee, C.U.



## UNIVERSITY OF CALCUTTA

NOTICE INVITING QUOTATION NO. - Eng /EQ-32 /18-19.DATED 28/09/2018

Name of the work: - Re-tender for providing manpower (skilled & unskilled) as per rules of Labour Commissioner, Govt. of West Bengal, for Electrician (skilled) -04nos., Electrical Helper(unskilled)-02nos. & Plumber(skilled)-02nos. for maintaining emergency work at different Campuses & Hostels under the University of Calcutta.

Name of Agency:-

Address of Agency:-

Rate quoted by Agency: - ..... (            %)  
Percent Above / At par / Below

Signature of the Agency with date & stamp:-

### **Documents to be submitted:**

1. Copy of valid Electrical contractor License as per the guidelines issued by Govt. of West Bengal
2. Copy of PAN Card
3. Copy of Professional Tax Registration Certificate
4. Copy of GST Registration Certificate
5. Copy of valid Trade License
6. Copies of Credentials (completion certificate) from Government organizations/ Govt. undertakings/ Autonomous Bodies/ Educational Institutions last 3 years of similar nature of work of 75% of any single work order/tender.
7. E.P.F Registration / Labour Insurance Certificate/**ESI**

*The electrician (skilled) & Plumber (skilled) are to be deployed must have valid and renewed license / permit, i.e. Electrical Workman's Permit issued by the Govt. of West Bengal. The Helper (unskilled) must have working experience to assist the Electrician.*

*Submission of any false document by the bidders is strictly prohibited and in such cases, the concerned bid(s) shall be rejected. Action may be taken as per rules in the cases of suppression / distortion of facts.*

### **SCOPE OF THE WORK**

<b>Electrician (skilled)</b>	Electrical maintenance including floor-wise switching on and off all switches, panel(s) maintenance and repairing, maintenance of regular power points, attending to all kinds of breakdown, repairing work and other related works at the different campuses of the University.
<b>Electric Helper (unskilled)</b>	To assist the electricians for carrying out all types of electrical works
<b>PLUMBER (skilled)</b>	Pump operating, maintenance & all plumbing works.

**Contract Period : 3 ( three) years**

*The Agency should quote the service charge per month per Electrician, per Electric-Helper & per Plumber as per the proforma of the Commercial Bid attached in the tender document. No other format of bid shall be accepted. The intending bidders are requested to download the proforma of the commercial bid & sealed bid with all relevant documents to be dropped at the tender box kept of the office of University Engineer, Darbhanga Building, College Street Campus, 87/1 College Street, Kolkata-700073 with in the stipulated date as mentioned on the front page.*

Documents to be attached:

1. Copy of valid Electrical contractor License as per the guidelines issued by Govt. of West Bengal
2. Copy of PAN Card
3. Copy of Professional Tax Registration Certificate
4. Copy of GST Registration Certificate
5. Copy of valid Trade License
6. Copies of Credentials (completion certificate) from Government organizations/ Govt. undertakings/ Autonomous Bodies/ Educational Institutions last 3 years of similar nature of work of 75% of any single work order/tender.
7. E.P.F Registration / Labour Insurance Certificate/**ESI**.

**The service charge per month per Electrician, per Electric-Helper & Plumber of the Agency be quoted as per the following proforma. No other format of bid shall be accepted.**

1.	Name of the Agency :	
2.	Complete Address with Phone No. :	
3.	Name of Proprietor :	

**Offer of Rates: (BOQ)**

Sl. No.	Services	Total No. of persons required	Rate per head per month (Wage of the Electrician / Helper to be deployed by the Agency will be fixed as per order of the Finance / Labour Department, Govt. of West Bengal from time to time and their entitlements to E.S.I., E.P.F. and Bonus, as may be applicable. It will be variable according to the variation of minimum wages stipulated by the Finance / Labour Department, Govt. of West Bengal from time to time.)	Service Tax per head per month, if applicable	Service Charge per head per month of the Agency (Please quote your rate (per Electrician and Per Electric-Helper & per Plumber per month))
1.	Electrician (skilled)	04	Need not to quote as the order of the Finance / Labour Department, Govt. of West Bengal will be followed	As per Govt. rules, if applicable, (Need not to quote)	
2.	Electric-Helper (unskilled)	02	Need not to quote as the order of the Finance / Labour Department, Govt. of West Bengal will be followed	As per Govt. rules, if applicable, (Need not to quote)	
3.	Plumber(skilled)	02	Need not to quote as the order of the Finance / Labour Department, Govt. of West Bengal will be followed	As per Govt. rules, if applicable, (Need not to quote)	

**Declaration:**

I hereby declare that (a) the statements made in this application are true, complete and correct to the best of my / our knowledge and belief and in the event of any information found false / incomplete, my/ our candidature is liable to be cancelled / rejected; (b) Original documents/certificates will be produced on demand. (c) I/we agree to abide by the terms and conditions of the Tender.

Place :

\_\_\_\_\_  
(Full signature of the Agency with seal)



### Termination of contract:

University authorities reserve the right to terminate the contract without showing any reason in case of deterioration of services.

### Terms and Conditions

#### The order will be Governed by the following Terms & Condition

- 1) Duty period :- A) Electrician(skilled)----04 Nos  
Duty hours---Monday to Saturday (10A.M to 6P.M.)  
B) Electric Helper(unskilled)---02 Nos  
Duty hours---Monday to Saturday (10A.M. to 6P.M.)  
  
C) Plumber(skilled)----02 Nos  
Duty hours---Monday to Saturday (10A.M.to 6 P.M.)

Per day throughout week (7days) including Govt. holidays as per prevalent rules of labour commission Govt. of West Bengal.

- 2) Agency shall ensure necessary insurance policies on above listed electrician , electric helper & plumber to cover all risks against/injury etc during the progress of maintenance work employer, on any extent would not be liable any untoward incidents.
- 3) Electrician, electric- helper & Plumber would have to report to the S.A.E./O.S.D./Head his/her authorized representative as per duty schedule.
- 4) Monthly report to be submitted to the Engineer,C,U. through the S.A.E & Head of the dept. of the Campus.
- 5) Beside routine maintenance work agency should not be allowed to carry out any work which may incur financial involvement without the knowledge and approval of the Engineer ,C.U.
- 6) Payment will be made Quarterly after successful completion of three month. Performance and attendance certificate to be obtained from the Campus(Different Campus of C.U.)Authority and Concerned S.A.E. each campus. Bill to be submitted to the office of the under signed along with the certificate & attendance sheet.
- 7) If the agency without any lawful reason and without prior intimation suspended the work for 3 days of a stretch or neglects or fails persistently to observe and perform any of the above condition, Employer reserve the right to terminate the contract without assigning any reason thereof.
- 8) The name & contact no of the electrician, electric helper & Plumber should be submitted to the U/S after receiving the order.

- 9) All electrical, plumbing & electrical distribution to be sincerely checked regularly. If there is any possibility of further electrical/plumbing hazard it should immediately be intimated to the campus authority or U/S and measures to be taken to words proper rectification without any delay.
- 10) Any materials can't be removing from the campus without consent & knowledge of the O.S.D/H.O.D/Engineer & S.A.E or authorized representatives.
- 11) Rate should be submitted separately inclusive of all incidental charges. The wages amount of the Electrician, Electric helper & Plumber to be paid as per rates of Labour Commission, Govt. of West Bengal.

Electrician @ Rs. Per month/yearly.....

Electric helper @ Rs. Per month/yearly.....

Plumber @ Rs. Per month/Yearly.....

12. Operators must have individual tools and tackles to carryout respective job at the site in addition to the above the agency at their cost shall have to supply umbrella, gumboot, insulated glove, torch with batteries etc.



University Engineer, .C.U.



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1.	N.I.Q. No	:	Eng /EQ-33 /18-19	Dated 28/ 09/2018.
2.	Name of Work	:	Re-tender for the supplying, installation & connection of sound system in the room no.32,33,34,35,36& 37 at the Department of Commerce, 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	:-	10/10/18( up to 2.00 PM)	
10.	Date and Time of Tender Opening	:-	10/10/18( at 3.00 PM)	

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.

For details enquiry & further correspondence feel free to contact the Engineer C.U. or  
The Office of the Engineer at any working day between 11.00 am to 4.00 pm.





# UNIVERSITY OF CALCUTTA

NOTICE INVITING QUOTATION NO. -Eng /EQ-33/18-19.DATED 28/09/2018

Name of the work: - Re-tender for the supplying, installation & connection of sound system in the room no.32,33,34,35,36& 37 at the Department of Commerce, College Street Campus, CU.

Name of Agency:-

Address of Agency:-

Rate quoted by Agency: - ..... (            %)  
Percent   Above /   At par / Below

Signature of the Agency with date & stamp:-



# UNIVERSITY OF CALCUTTA

Quotation No: - Eng /EQ-33/18-19

Dated: 28/09/2018

## 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. Rs .....in 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 1year. **Specific OEM Authorization Certificate is to be attached along with the quotation.**

Sd/-

University Engineer

Name of the Agency:-

Address:-

SIGNATURE OF THE CONTRACTURE WITH SEAL AND DATE:



BOQ of re-tender for the supplying, installation & connection of sound system in the room no.32,33,34,35,36 & 37 at the Department of Commerce, College Street Campus, CU.

Sl.No.	Description	Quantity	Amount(Rs)	Rate(Rs)
1.	Ahuja PA Amplifier with 45watts RMS output, AC & 12Volt DC operation, 3Mic. Inputs, 1 Aux. input, Model-SSB-45 EM.	6nos.		
2.	Ahuja wall speaker of 16watts, Model-PS-400T	12nos.		
3.	Ahuja PA Single Channel handheld wireless Microphone available in different frequencies, Model-AWM-520VH.	6nos.		
4.	Studio Master PA Ultra High Frequency with advance 100 selectable frequencies Lapel Wireless Microphones, Model-TR47L with High quality skin color head set supplied along with the TR47L.	6nos.		
5.	Wall mount 6U Val Rack.	6nos.		
6.	Installation with speaker cables & accessories & connections.	1item.		
7.	Add: Taxes as per norms.			
8.	Less: Buy back of the existing machines & accessories.	1item.		

**Specific OEM Authorization Certificate is to be attached along with the quotation.**

Name of the agency:

Amount in words:

Signature of the agency with date & stamp:





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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-34/18-19 Dated 28/ 09/2018.
2.	Name of Work	:	Re-tender for the annual maintenance contract for the operation of the pump motor sets in two shifts only on every Saturday, Sunday & Holidays at College Street Campus, CU.
3.	Estimated Cost	:-	x
4.	Earnest Money	:-	Security deposit of Rs10000.00 (Ten Thousand Rupees Only) payable either in cash or in the form of demand draft drawn in favour of UNIVERSITY OF CALCUTTA payable at Kolkata & to be deposit by the agency before starting the job to cover the risk or loss of the pump motor set or accessories is to be attached with the Tender as security deposit failing which the tender will be treated cancelled. The security deposit will be returned to unsuccessful tenders on application after issuing of work order to the successful bidder. In case of successful tender the SD 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	:-	1year
6.	Eligibility Criteria	:-	Valid electrical license, 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	:-	10/10/18( up to 2.00 PM)
10.	Date and Time of Tender Opening	:-	10/10/18( at 3.00 PM)

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.

For details enquiry & further correspondence feel free to contact the Engineer C.U. or  
The Office of the Engineer at any working day between 11.00 am to 4.00 pm.



# UNIVERSITY OF CALCUTTA

NOTICE INVITING QUOTATION NO. -Eng /EQ-34 /18-19.DATED28/09/2018

Name of the work: - Re-tender for the annual maintenance contract for the operation of the pump motor sets in two shifts only on every Saturday, Sunday & Holidays at College Street Campus, CU.

Name of Agency:-

Address of Agency:-

Rate quoted by Agency: - ..... (            %)  
Percent Above / At par / Below

Signature of the Agency with date & stamp:-





# UNIVERSITY OF CALCUTTA

Quotation No: - Eng /EQ-34/18-19

Dated: 28/09/2018

## 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 electrical license, 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 1 year 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. Security deposit of Rs10000.00 (Ten Thousand Rupees Only) payable in the form of demand draft drawn in favour of UNIVERSITY OF CALCUTTA payable at Kolkata & to be deposited by the agency before starting the job to cover the risk or loss of the pump motor set or accessories.

7. Operation of the pump motor sets in two shifts will be as follows on every Saturday, Sunday & Holidays. Each shift requires 1(one) plumber/pump operator & 1(one) plumbing helper.

Shifts: Morning- 6AM to 12noon & Evening- 2PM to 8PM.

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. Pump rooms are situated in different places at College Street Campus, e.g.) Centenary Building, b) Darbhanga Building, c) Asutosh Building.

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. The contractor has to bring his tools & tackles required to do the job.

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, CU/ SAE (E). Payment will be made in quarterly/annually basis after satisfactory service from the date of commencement of the contract & duly work done certificate from the SAE (Electrical). 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, / SAE (E)) regarding the execution of work.



15. The names & photographs of the listed staffs should be submitted to the Engineer,CU/SAE (E)& the Caretaker, College Street campus immediately after receiving the work order.

16. The agency shall ensure necessary insurance policies on the listed staffs& should cover all type of risk/benefit against accident/injury etc. during their duty period. **The University of Calcutta will not take any responsibility for any unwanted incidents.**

17. All appliances are to be sincerely checked regularly. Services have to be extended up to the satisfaction of the concern Engineer,C.U&/or SAE (E). If there is any possibility of future hazards it should be immediately intimated to the concerned authority & means should have to be taken for proper rectification without any time delay.

18. Beside his normal work the agency is not allowed to carry out any work which incurs financial involvement without the knowledge &approval of the Engineer, C.U.

Sd/-

University Engineer

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

Name of Issuing Bank:--

B ranch :-

Amount: - Rs ..... /-(Rupees .....)

Name of the Agency:-

Address:-

SIGNATURE OF THE CONTRACTURE WITH SEAL AND DATE:





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1.	N.I.Q. No	:	Eng /EQ-35 /18-19 Dated 28/ 09/2018.
2.	Name of Work	:	Supplying, installation & connection of sound system in the room no.24,25,26B&27 at Department of English , 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 deducted 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.
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# UNIVERSITY OF CALCUTTA

NOTICE INVITING QUOTATION NO. -Eng /EQ-35/18-19.DATED28/09/2018

Name of the work: -Supplying, installation & connection of sound system in the room no.24,25,26B & 27 at Department of English , College Street Campus, CU.

Name of Agency:-

Address of Agency:-

Rate quoted by Agency: - ..... (            %)  
Percent   Above /   At par / Below

Signature of the Agency with date & stamp:-



# UNIVERSITY OF CALCUTTA

Quotation No: - Eng /EQ-35/18-19

Dated: 28/09/2018

## 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.
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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.

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7.A sum of 5% of the estimated amount i.e. Rs .....in 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 1year. **Specific OEM Authorization Certificate is to be attached along with the quotation.**

Sd/-

University Engineer

Name of the Agency:-

Address:-

SIGNATURE OF THE CONTRACTURE WITH SEAL AND DATE:



BOQ of supplying, installation & connection of sound system in the room no.24,25,26B & 27 at Department of English , College Street Campus, CU.

Sl.No.	Description	Quantity	Amount(Rs)	Rate(Rs)
1.	Ahuja PA Amplifier with 45watts RMS output, AC & 12Volt DC operation, 3Mic. Inputs, 1 Aux. input, Model-SSB-45 EM.	4nos.		
2.	Ahuja wall speaker of 16watts, Model-PS-400T	8nos.		
3.	Ahuja PA Cord Microphone, Model: AUD-100XLR.	4nos.		
5.	Wall mount 6U Val Rack.	4nos.		
6.	Installation with speaker cables & accessories & connections.	1item.		
7.	Add: Taxes as per norms.			
8.	Less: Buy back of the existing machines & accessories.	1item.		

**Specific OEM Authorization Certificate isto be attached along with the quotation.**

Name of the agency:

Amount in 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-36 /18-19Dated 28/ 09/2018.
2.	Name of Work	:	Comprehensive annual maintenance (including all required) of the room air conditioners (31nos. 2ton split type & 2nos. 1.5ton window type) in the RBPCL & Digital Library including server room, Rajabazar Science College 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	:-	10/10/18( up to 2.00 PM)
10.	Date and Time of Tender Opening	:-	10/10/18( at 3.00 PM)

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.

For details enquiry & further correspondence feel free to contact the Engineer C.U. or  
The Office of the Engineer at any working day between 11.00 am to 4.00 pm.



## UNIVERSITY OF CALCUTTA

NOTICE INVITING QUOTATION NO. -Eng /EQ-36/18-19.DATED28/09/2018

Name of the work: -Comprehensive annual maintenance (including all required) of the room air conditioners (31nos. 2ton split type & 2nos. 1.5ton window type) in the RBPCL & Digital Library including server room, Rajabazar Science College Campus, CU.

Name of Agency:-

Address of Agency:-

Rate quoted by Agency: - ..... (            %)  
Percent   Above /   At par / Below

Signature of the Agency with date & stamp:





# UNIVERSITY OF CALCUTTA

Quotation No: - Eng /EQ-36/18-19

Dated: 28/09/2018

## 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..Thequotationers 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)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. 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. Rs .....in 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. The BOQ given along with the tender is 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, regarding the execution of work.
15. 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 CONTRACTURE WITH SEAL AND DATE





BOQ for the comprehensive annual maintenance (including all required) of the room air conditioners (31nos. 2ton split type& 2nos. 1.5ton window type) in the RBPCL & Digital Library including server room, Rajabazar Science College Campus, CU.

Sl. No.	Location	No. of machines	Amount(Rs)
1.	RBPL & Digital Library including server room, Rajabazr Science College Campus.	a.)31nos.(split type, 2ton) b.) 2nos. (1.5ton window type.)	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 quarterly after successful completion of the work against bill raised by the agency.
- 9) Comprehensive maintenance means providing all spare parts required to make the machine healthy along with gas filling, repair/replace of compressor/ 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.

**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-37 /18-19 Dated 28/ 09/2018.
2.	Name of Work	:	Supply & installation of 2nos.A.C. Machines with timer control apparatus for the Server Room, Gr. Floor-"B" Block, Alipore Campus.
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 deducted 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	:-	10/10/18( up to 2.00 PM)
10.	Date and Time of Tender Opening	:-	10/10/18( at 3.00 PM)

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.

For details enquiry & further correspondence feel free to contact the Engineer C.U. or  
The Office of the Engineer at any working day between 11.00 am to 4.00 pm.



# UNIVERSITY OF CALCUTTA

NOTICE INVITING QUOTATION NO. -Eng /EQ-37/18-19.DATED28/09/2018

Name of the work: -Supply & installation of 2nos.A.C. Machines with timer control apparatus for the Server Room, Gr. Floor-"B" Block, Alipore Campus.

Name of Agency:-

Address of Agency:-

Rate quoted by Agency: - ..... (            %)  
Percent   Above /   At par / Below

Signature of the Agency with date & stamp:-



# UNIVERSITY OF CALCUTTA

Quotation No: - Eng /EQ-37/18-19

Dated: 28/09/2018

## 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. Rs .....in 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:

BOQ for supply & installation of 2nos. AC Machines for the Server Room Gr. Floor” B” Block (Adjacent to Caretaker Room) CU, Alipore Campus.

Sl. No.	Description	Unit	Quantity	Rate	Amount
1.	Supply of 1.5tr capacity 3star rated Hi wall split type inverter AC machine, copper with remote, Make-Hitachi/Voltas/Blue Star.	Each	2nos.		
2.	Installation, Testing, Commissioning of above machines with all required item to get it fully complete.	Each	2nos.		
3.	Extra copper pipe (if required) for refrigerant all complete with other required materials.(Agency to be measure before submitting offer)	Rft.			
4.	Hard PVC drain pipe upto ground level with suitable U trap & other supporting spares to properly lay the drain pipe(smooth water discharge).	Rft.			
5.	Supply & installation of “Timer Controller” with necessary incoming & outgoing with connection all complete to run one machine for every alternate 4hours testing & commissioning.	Set.			

NB: Each AC Machine will be supplied with 12ft copper refrigerant & 25A Cabtree make plug top. Outdoor unit must be installed at suitable position for future access & drain water outlet without making disturbances to anyone else.

Name of the Agency:

Address of the Agency:

Amount in Figure & words:

Signature of the Agency with Stamp & 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-38 /18-19 Dated 28/ 09/2018.
2.	Name of Work	:	Non schedule item list for the Department of Physiology, 2 <sup>nd</sup> floor, Animal House (Prof. A. Gomes & Dr. A. Mishra), Rajabazar Science College, CU, Kolkata.
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 deducted 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	:-	10/10/18( up to 2.00 PM)
10.	Date and Time of Tender Opening	:-	10/10/18( at 3.00 PM)

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.

For details enquiry & further correspondence feel free to contact the Engineer C.U. or  
The Office of the Engineer at any working day between 11.00 am to 4.00 pm.



# UNIVERSITY OF CALCUTTA

NOTICE INVITING QUOTATION NO. -Eng /EQ-38/18-19.DATED28/09/2018

Name of the work: -Non schedule item list for the Department of Physiology, 2<sup>nd</sup> floor, Animal House (Prof. A. Gomes & Dr. A. Mishra), Rajabazar Science College, CU, Kolkata.

Name of Agency:-

Address of Agency:-

Rate quoted by Agency: - ..... (            %)  
Percent Above / At par / Below

Signature of the Agency with date & stamp:-



# UNIVERSITY OF CALCUTTA

Quotation No: - Eng /EQ-38/18-19

Dated: 28/09/2018

## 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. A sum of 5% of the estimated amount i.e. Rs ..... in the form of demand draft in favour of UNIVERSITY OF 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:



Non schedule item list for the Department of Physiology, 2<sup>nd</sup> floor, Animal House (Prof. A. Gomes & Dr. A. Mishra), Rajabazar Science College, CU, Kolkata.

Sl.No.	Description	Unit	Rate	Quantity	Amount
1.	Supply of Voltas 1.5ton 3star window AC (copper, 183CYA/183CZP, white) (As per market price).	Each.		1no.	
2.	Installation charge of the above machine (as per market price)	Each.		1no	
3.	Supply & connection of 25A 3pin plug top.	Each.		1no.	
4.	Rate for buy back of old window type AC machine make LG(running or idle condituion).	Each.		1no.	

Name of the agency:

Amount in 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-39 /18-19 Dated 28/ 09/2018.
2.	Name of Work	:	Non schedule item list for the server room Rajabazar Science College, 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 deducted 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	:-	10/10/18( up to 2.00 PM)
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The Office of the Engineer at any working day between 11.00 am to 4.00 pm.



# UNIVERSITY OF CALCUTTA

NOTICE INVITING QUOTATION NO. -Eng /EQ-39/18-19.DATED28/09/2018

Name of the work: -Non schedule item list for the server room Rajabazar Science College, CU.

Name of Agency:-

Address of Agency:-

Rate quoted by Agency: - ..... (            %)  
Percent   Above /   At par / Below

Signature of the Agency with date & stamp:-





# UNIVERSITY OF CALCUTTA

Quotation No: - Eng /EQ-39/18-19

Dated: 28/09/2018

## 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.

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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:



Non schedule item list for the server room Rajabazar Science College, CU.

Sl.No.	Description	Quantity	Amount(Rs)
1.	Supply & installation of Voltas 2ton 3star BEE rating 2017-white (243V Eya) is a split type air conditioner with a capacity of 2ton. It is powered by a high EER rotary compressor & works on refrigerant namely R410A.	2nos.	
2.	Extra Cu pipe with insulation.	13ft.	

Name of the agency:

Amount in words:

Signature of the agency with date & stamp: