



VARDHMAN MAHAVEER OPEN UNIVERSITY, KOTA

Rawatbhata Road, Kota -324021

(Finance Office)

DETAILED TENDER NOTICE

“Supply and fixing of sofa type seating arrangements and tables in Seminar hall of Science building”

(NIB No. 36/2024-25)

On behalf of Governor of Rajasthan Tenders are invited from firms / agencies / contractors having registration in “F ” Class Contractors (Category F1 as per PWF&AR or equivalent) for Furniture work or in appropriate class of Civil work category (Minimum D- class as per PWF&AR or equivalent) with any Engg. Govt. Deptt./ Govt. under taking for the work as follows:-

S. No.	Name of work	Estimated Cost	Bid Security	Tender Form Fees	Date of Download	Date of Receiving	Date of Opening of Eligibility bid	Time Period
1.	Supply and fixing of sofa type seating arrangements and tables in Seminar hall of Science building	9.83 lacs	19700/-	1000/-	24/12/2024 to 03/01/2025	04/01/2025 up to 1.30 PM	04/01/2025 at 2.00 PM	03 Months

The detailed information for the work has been given in the tender document which may be downloaded from website www.vmou.ac.in or www.sppp.rajasthan.gov.in The interested bidders may submit their bids in prescribed format along with bid fee Rs. 1000.00 (Rupees One Thousand only) and of Rs. 19700.00 against bid security in form of separate demand drafts payable to “Vardhman Mahaveer Open University, Kota”. The sealed envelope (superscripted with “Supply and fixing of sofa type seating arrangements and tables in Seminar hall of Science building”) containing documents will be received in the office of the undersigned i.e. O.I.C. (Estate), Room No. 3, Administrative building, Vardhman Mahaveer Open University, Rawatbhata Road, Kota-324021 on 04/01/2025 by 1.30 P.M. and eligibility bid will be opened on the same day at 2.00 P.M. in presence of the bidders. Corrigendum if any, will be published / display on these websites only. Validity period will be 90 days. The University reserves the right to reject any part or all of the bids without assigning any reason thereof. For any query may contact at 0744-2797297 or e-mail estate@vmou.ac.in

O.I.C.
Estate Cell

VARDHMAN MAHAVEER OPEN UNIVERSITY, KOTA
Rawatbhata Road, Kota-324021

ELIGIBILITY BID

(Supply and fixing of sofa type seating arrangements and tables in Seminar hall of Science building)

NIB No. 36/ 2024-25

1.	Name and address of the bidder submitting the Bid	M/s.
2.	Mobile No. - E-mail I.D. -
3.	The Bid fee amounting to Rs 1000/- has been deposited vide D. D. No. & Dated	D.D. No. : Dated:
4.	Bid Security to Rs.19700/- has been deposited vide D. D. No. & Dated	D.D. No. : Dated:
5.	<u>Eligibility Criteria</u>	
5.1	फर्म के रजिस्ट्रेशन की प्रति। (संलग्न करें)	
5.2	जी.एस.टी. रजिस्ट्रेशन की प्रति। (संलग्न करें)	
5.3	पेन कार्ड की प्रति। (संलग्न करें)	
5.4	कार्यानुभव :- सिविल कार्य में पंजीकृत संवेदक को किसी भी सरकारी/अर्द्ध सरकारी/स्वायत्तशासी संस्था में विगत तीन वर्षों (2021-22 से 2023-.24) में किसी भी एक वित्तीय वर्ष में फर्नीचर संबंधी कार्य का न्यूनतम राशि रू0 5.00 लाख कार्य पूर्णता प्रमाण-पत्र संलग्न करें।	
5.5	समस्त डिमाण्ड ड्राफ्ट की प्रति।	
5.6	निविदा दस्तावेज मय अनुलग्नक अ,ब,स,द की हस्ताक्षर युक्त प्रति। (प्रति संलग्न करें)	

Signature of the Bidder with Seal

Ref:- NIB NO:- 36/2024-25

Terms & Conditions :-

1. The Interested bidders may submit their bids in two envelope system -
 - (a) First envelope subscribed as “**ELIGIBILITY BID ENVELOPE**” containing two separate original Demand Drafts drawn in favor of “Vardhman Mahaveer Open University, Kota” payable at Kota, one Demand Draft towards the cost of Tender Fee (non-refundable) and other Demand Draft of Earnest money/Bid Security (Refundable) shall be in favor of Vardhman Mahaveer Open University, Kota along with all supporting documents fulfilling the Minimum eligibility criteria as stipulated under.
 - (b) Second Envelope shall contain financial bid only. This Envelope shall be subscribed as “**FINANCIAL BID ENVELOPE**” & shall be properly sealed.
 - (c) **BOTH THE ENVELOPE SHALL BE PUT IN ONE BIG ENVELOPE.**
2. Conditional tender will not be accepted.
3. The rates quoted by the contractor shall be including GST and all other taxes levied by the govt. time to time.
4. Tender is based on item rate basis. Lowest in total amount will be considered as lowest one i.e. L-1. Whole work will be awarded to single firm only.
5. All other Terms & Conditions are as per PWF - AR & Rajasthan Transparency in public procurement Act-2012 & Rules. 2013.
6. यदि “एफ” श्रेणी में पंजीकृत संवेदक एवं सिविल कार्य हेतु पंजीकृत संवेदक की समान दरें प्राप्त होती है तो “एफ” श्रेणी में पंजीकृत संवेदक को प्राथमिकता प्रदान की जावेगी।

O.I.C. (Estate)
VMOU, kota



FINANCIAL BID
(N.I.B. No. 36/ 2024-25)

H-Schedule

S. No.	Particulars Item	Unit	Qty.	Rate (Per Unit) to be quoted by contractor (Including all taxes)	Total Amount (Including all taxes)
1	Supply and fixing seating arrangement (sofa set) in seminar hall of Science building :- Frame made out of 18mm ply ISI waterproof & wooden support teakwood, Seat cushion 100 mm thick(40 density) , back cushion 75 mm thick (32 density) with all covered by tapestry cloth with solution, stapler complete in all respect as per direction of Engineer in charge. Size:- 72''x 21''x 30''	Each	26		
2	Supply and fixing Table made out of 18mm ply ISI waterproof & teakwood beading working Top & front side 4mm Teak Ply, Teakwood Gola Down Floor fixing wooden Support teakwood 2'' x 1'' , 1 no. Self 15'' depth, Top 18'' width with complete Melamine Polish. Size:- 72''x 30''x 18'' Top	Each	24		
	Total Rs.				

Signature of the Bidder with Seal

Compliance with the code of integrity and no conflict of interest

Any person participating in a procurement process shall-

- (a) Not offer any bribe, reward or gift or any material benefit either directly or indirectly in exchange for an unfair advantage in procurement process or to otherwise influence the procurement process.
- (b) Not misrepresent or omit that misleads or attempts to mislead so as to obtain a financial or other benefit or avoid an obligation.
- (c) Not indulge in any collusion, Bid rigging or anti-competitive behavior to impair the transparency, fairness, and progress of the procurement process.
- (d) Not misuse any information shared between the procuring entity and the Bidders with intent to gain unfair advantage in the procurement process.
- (e) Not indulge in any corruption including impairing or threatening to do the same, directly or indirectly, to any party or to its property to influence the procurement process.
- (f) Not obstruct any investigation or audit of a procurement process.
- (g) Disclose conflict of interest, if any, and
- (h) Disclose any previous transgressions with any entity in India or any other country during the last three years or any debarment by any other procuring entity.

Conflict of Interest:-

The Bidder participating in a bidding process must have a conflict of interest.

A Conflict of interest is considered to be a situation in which a party has interests that could improperly influence that party's performance of official duties or responsibilities, contractual obligation, or compliance with applicable laws and regulations.

A Bidder may be considered to be in conflict of interest with one or more parties in a bidding process if, including but not limited to;

- a. Have Controlling partners/shareholders in common; or
- b. Receive or have received any direct or indirect subsidy from any of them; or
- c. Have the same legal representative for purpose of the bid; or
- d. Have the relationship with each other, directly or through common third parties, that puts them in a position to have access have to information about or influence on the bid of another Bidder, or influence the decision of the procuring entity the bidding process; or
- e. The Bidder participates in more than one bid in a bidding process. Participation by a Bidder in more than one bid will result in the disqualification of all Bids in which the Bidder is involved. However this does not limit the inclusion of the same subcontractor , not otherwise participating as Bidder, in more than one Bid; or
- f. The Bidder or any of its affiliates participated as a consultant in the preparation of the design or technical specification of the goods, works or service that are the subject of the Bid; or
- g. Bidder or any of its affiliates has been hired (or is proposed to be hired) by the procuring entity as engineer-in-charge /consultant for the contract.

Place :

Date

Signature of the Bidder with seal

Declaration by the Bidder regarding qualifications

In relation to my/our Bid submitted to VMOU, Kota for procurement of **“Supply and fixing of sofa type seating arrangements and tables in Seminar hall of Science building”** in response to their Notice **Inviting Bid No. 36 /2024-25** Date – 18.12.2024

I/We hereby declare under section 7 of Rajasthan Transparency in Public Procurement Act , 2012, that:

1. I/We possess the necessary professional, technical , financial and managerial resources and competence required by the Bidding Document issued by the Procuring Entity;
2. I/We have fulfilled my/our obligation to pay such of the taxes payable to the union and the State Government or any local authority as specification in the Bidding Document;
3. I/We have are not insolvent in receivership, bankrupt or being wound up, not have my/our affairs administrated by a court or a judicial officer , not have my/our business activities suspended and not the subject of legal proceeding for any of the foregoing reasons;
4. I/We do not have, and our directions and officers not have, been convicted of any criminal offence related to my/our professional conducted or the making of false statement or misrepresentations as to my/our qualifications to enter into a procurement contract within a period of three years preceding the commencement of this procurement process, or not have been otherwise disqualified pursuant to debarment proceeding;
5. I/We do not have a conflict of interest as specification in the Act, Rules and the bidding document, which material affects fair competition;

Date:

Place:

Signature of bidder with seal

Grievance Redressal during procurement process

The designation and the address of the first appellate authority is Hon'ble V.C. UOK, Kota.

The designation and the address of second Appellate Authority is Additional Chief Secretary (Higher Education, Govt. Rajasthan)

(1) Filing an appeal

If any bidder or prospective bidder is aggrieved that any decision, action or omission of the Procuring Entity is in contravention to the provisions of the act or the rules or the Guidelines issued there under, he may file an appeal to first Appellate Authority, as specified in the Bidding Document within a period of ten days from the date of such decision or action, omission, as the case may be, clearly giving the specific ground or grounds on which he feels aggrieved:

Providing that after the declaration of a bidder as successful the appeal may be filled only by a bidder who has participated in procurement proceeding:

Providing further that in case a Procuring Entity evaluates the Technical Bids before the opening of the Financial Bids, an appeal related to the matter of Financial Bids may be filled only by a Bidder whose Technical Bid is found to be acceptable.

- (2) The officer to whom an appeal is filled under para (1) shall deal with the appeal as expeditiously as possible and shall endeavour to dispose it of within thirty days from the date of the appeal.
- (3) If the officer designated under para (1) fails to dispose of the appeal filed within the period specified in para (2), or if the Bidder or prospective bidder or the Procuring Entity is aggrieved by the order passed by the Procuring Entity, as the case may be, may file a second appeal to second Appellate Authority specified in the Bidder Document in this behalf within fifteen days from the expiry of the period specified in para (2) or of the date of receipt of the order passed by the first Appellate Authority, as the case may be.

(4) Appeal not to lie in certain cases

No appeal shall lie against any decision of the Procuring Entity relating to the following matters, namely:-

- (a) Determination of need of Procurement
- (b) Provisions limiting participating of Bidders in the Bid process;
- (c) The decision of whether or not to enter into negotiations;
- (d) Cancellation of a procurement process ;
- (e) Applicability of the provisions of confidentiality

(5) Form of appeal

- (a) An appeal under para (1) or (3) above shall be in the annexed form along with as many copies as there are respondents in the appeal.
- (b) Every appeal shall be accompanied by an order appealed against, if any, affidavit verifying the facts stated in the appeal and proof of payments of fee.
- (c) Every appeal may be presented to first Appellate Authority or Second Appellate Authority, as the case may be, in person or through registered post or authorized representative.

(6) Fee for Filing Appeal

- (a) Fee for first appeal shall be two thousand five hundred and for second appeal shall be rupees ten thousand, which shall be non refundable.
- (b) The fee shall be paid in the form of bank demand draft or banker's cheque of a Scheduled Bank in India payable in the name of Appellate Authority concerned.

(7) Procedure for disposal of appeal

- (a) The first Appellate Authority or Second Appellate, as the case may be upon filing of appeal, shall issued notice accompanied by copy of appeal, affidavit and documents, if any, to the respondents and fix date of hearing.
- (b) On the date of fix hearing, the First Appellate Authority or second Appellate Authority , as the case may be-
 - (i) Hear all the parties to appeal present before him; and
 - (ii) Peruse or inspect documents , relevant records or copies thereof relating th the matter
- (c) After hearing the parties, perusal or inspection of documents and relevant records or copies thereof relating to the matter, the Appellate Authority concerned shall pass an order in writing and provide the copy of order to the parties to appeal free of cost.
- (d) The order passed under sub-clause (c) above shall also be placed on the State Public Procurement Portal.

Signature of the Bidder with seal

Memorandum of Appeal under the Rajasthan Transparency in Public Procurement Act, 2012

Appeal No. of

Before the (First / Second Appellate Authority)

1. Particulars of appellant:
 - i. Name of the appellant:
 - ii. Official address, if any:
 - iii. Residential address:

2. Name and address of the respondent(s):
 - i.
 - ii.
 - iii.

3. Number and date of the order appealed against and name and designation of the officer / authority who passed the order (enclose copy), or a statement of a decision, action or omission of the procuring entity in contravention to the provision of the Act by which the appellant is aggrieved:

4. If the Appellant proposes to be represented by a representative, the name and postal address of the representative:

5. Number of affidavits and documents enclosed with the appeal:

6. Grounds of appeal:
.....
..... (Supported by an affidavit)

7. Prayer:
.....

Place

Date

Appellant's Signature

Additional conditions of contract

1. Correction of arithmetical errors

Provided that a Financial Bid is substantially responsive, that Procuring Entity will correct arithmetical errors during evaluation of Financial Bids on the following basis:

- (i) If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected, unless in the opinion of the Procuring Entity there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price shall be corrected;
- (ii) If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
- (iii) If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount in figures shall prevail subject to (i) and (ii) above.

If the Bidder that submitted the lowest evaluated Bid does not accept the correction of errors, its Bid shall be disqualified and its Bid Security shall be forfeited or its Bid Securing Deceleration shall be executed.

2. Procuring Entity's Right to vary Quantities.

- (i) At the time of award of contract, the quantity of goods, works or services originally specified in the Bidding Document may be increased or decreased by a specified percentage, but such increase or decrease shall not exceed twenty percent, of the quantity specified in the Bidding Document. It shall be without any change in the unit price or other terms & conditions of the Bid and the conditions of contract.
- (ii) If the Procuring Entity does not procure any subject matter of procurement or procures less than the quantity specified in the Bidding Document due to change in circumstances, the Bidder shall not be entitled for any claim or compensation except otherwise provided in the conditions of contract.
- (iii) In case of Procurement of Goods or services, additional quantity may be procured by placing a repeat order on the rates and conditions of the original order. However, the additional quantity shall not be more than 25% of the value of Goods of the original contract and shall be within one month from the date of expiry of last supply. If the Service Provider fails to do so, the Procurement Entity shall be free to arrange for the balance supply by limited Bidding or otherwise and the extra cost incurred shall be recovered from the Service Provider.

3. Dividing quantities among one than more Bidder at the time of award (In case of procurement of Goods)

As a general rule all the quantities of the subject matter of procurement shall be procured for the Bidder, whose Bid is accepted. However, when it is considered that the quantity of the subject matter of procurement to be procured is very large and it may not be in the capacity of the Bidder, whose Bid is accepted, to deliver the entire quantity or when it is considered that the subject matter of procurement to be procured is of critical and visit nature, the quantity may be divided between the Bidder, whose Bid is accepted and the second lowest Bidder or even more Bidders in that order, in a fair, transparent and equitable manner at the rates of the Bidder, whose Bid is accepted.

Signature of the Bidder with seal