

DNIT:
Procurement of Drinking Water Cooler with Water
Purification system along with additional Iron Remover Set

GOVERNMENT OF TRIPURA
OFFICE OF THE PRINCIPAL
COLLEGE OF VETERINARY SCIENCES & A.
H,
R. K. NAGAR, WEST TRIPURA-799008

File No.: 04-15(S)/ CVS&AH/ RKN/ 2024/

Date: _____, 2024

NOTICE INVITING e-TENDER

NAME OF WORK: e-Tender for the procurement of **Drinking Water Cooler with Water Purification System along with additional Iron Remover Set** for the College of Veterinary Sciences & Animal Husbandry, R.K. Nagar, during the Financial Year 2024 - 2025 & 2025-26.

**Under the Department of Animal Resources
Development, Government of Tripura**

Address:

**Office of the Principal
College of Veterinary Sciences & A.H.,
R. K. Nagar, West Tripura-
799008**

Phone: 9612651578

Email: cvscrknagar@gmail.com

Website: <https://tripuratenders.gov.in>

DETAILS: Notice inviting e-Tender for the procurement of **“Drinking Water Cooler with Water Purification system along with additional Iron Remover Set”** for the College of Veterinary Sciences & Animal Husbandry, R.K. Nagar, during the Financial Year 2024 - 2025 & 2025-26.

Principal

College of Veterinary Sciences & A. H.,
R. K. Nagar, West Tripura, Pin: 799008.

INDEX

Sl. No.	Topic	Page no.
1.	Critical Date Sheet	3 - 4
2.	Description, Directives and Abbreviations	5
3.	Terms and Conditions of e-Tender	6 - 9
4.	Instruction to Bidders	10 – 11
5.	Bid opening and Evaluation	11 – 12
6.	Award of Contract	13 - 14
7.	Procedure for Submission of Bids	15
8.	Name of the Documents to be uploaded by the Bidders	15
9.	Eligibility Criteria of the Bidder	16

LIST OF ANNEXURE

1.	Annexure-I	<i>Tender Form</i>	17
2.	Annexure–II	<i>Manufacturer’s Authorization Format</i>	18
3.	Annexure – III	<i>Name & Specifications of quoted item</i>	19
4.	Annexure–IV	<i>Declaration Form</i>	20
5.	Annexure–V	<i>Total Turnover Certificate</i>	21
6.	Annexure-VI	<i>Bidder’s profile</i>	22

DNIT:
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TRIPURA OFFICE OF THE
PRINCIPAL
COLLEGE OF VETERINARY SCIENCES & A. H,
R. K. NAGAR, WEST TRIPURA-799008**

Ph. No. 0381-2391005 email:cvscrknagar@gmail.com

File No.: 04-15(S)/ CVS&AH/ RKN/ 2024/

Date: _____, 2024

e-TENDER NOTICE

Procurement of “*Drinking Water Cooler with Water Purification system along with additional Iron Remover Set*” for the College of Veterinary Sciences & Animal Husbandry, R.K. Nagar, during the Financial Year 2024 – 2025 & 2025-26. Tender documents may be downloaded from: www.tripuratenders.gov.in / www.ardd.tripura.gov.in/ www.eprocure.gov.in as per the schedule as given in **CRITICAL DATE SHEET** as given below:

CRITICAL DATE SHEET

Sl. No.	Information	Details
1.	Tender Number	File No: 04-15(S)/ CVS&AH/ RKN/ 2024/
2.	Tender Publication Details	The Tender Form can be seen and downloaded from the websites: http:// tripuratenders.gov.in , www.ardd.tripura.gov.in , www.eprocure.gov.in The stated Tender is in e-Tender mode with built-in e-bid and their online evaluation and can only be accessed through http:// tripuratenders.gov.in
3.	Date & Time of publishing of online Tender	7th December, 2024, Time: 4:00 PM
4.	Date & Time of Document Download by the Bidders	7th December, 2024, Time: 4:00 PM onwards
5.	Start Date & Time for Submission of e-Bids	7th December, 2024, Time: 4:00 PM onwards
6.	Last Date & Time for Submission of e-Bids	23rd December, 2024, Time: 4:00 PM
7.	Date & Time of Opening of the Tender	24th December, 2024, Time: Office hours

DNIT:
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Sl. No.	Information	Details
8.	Place of Opening Bids	Directorate of ARDD, Agartala
9.	Rate contract	Up to 31st March 2026
10.	Officer inviting Bids	Principal, College of Veterinary Sciences & Animal Husbandry, RK Nagar, Tripura West, Tripura-799 008
11.	Completion period of the supply	45 days from the date of issue of supply order
12.	Tender Form cost	Rs. 1,000/- (Rupees One Thousand) only
13.	EMD	Rs.12,600/- (Rupees Twelve Thousand Six Hundred) only
14.	Payment procedure of tender fee and EMD	<p>Tender fee and EMD are to be paid electronically using the online payment facility provided in the portal. For online payment of tender fee and EMD please follow the following process:</p> <ol style="list-style-type: none"> a. After initiating the bid submission process from "My tender" option, an "online payment page will appear which will display the total TF and EMD amount. b. On submission of the TF and EMD payment option, system will redirect to the SBI Bank MOPS window. c. SBI MOPS will have two options for net banking "SBI" and "Other Banks". The Bidders can choose any of the options as desired and can complete the online payment process. d. The EMD amount shall be refunded to all the bidders, including the L1 (selected) bidder, in their respective Bank Account after the award of Contract (AoC) is completed in the Tripura e-procurement portal, on receipt of Performance Bank Guarantee from the selected bidder. e. No interest will be paid to the bidders on EMD submitted. f. EMD of the bidder may be forfeited if in any case found to have made in false declaration or claims. g. Bidders exempted under specific Government Orders/ Rules from submitting EMD have to furnish scanned copy of the related Government Orders/ Rules in English language along with the Tender in support of their claim exemption.
15.	Contact Person	The Principal, College of Veterinary Sciences & Animal Husbandry, RK Nagar, Tripura West, Pin No: 799 008

Notes: All the above-mentioned times are as per clock time of e-procurement website <http://tripuratenders.gov.in>

DESCRIPTION, DIRECTIVE & ABBREVIATIONS:

1. **Purchaser:** Principal, College of Veterinary Sciences & A.H, Government of Tripura.
2. **Consignee:** Will be mentioned in the purchase order.
3. **Bidder:** Participants in tender process for supply of “*Drinking Water Cooler with Water Purification system along with additional Iron Remover Set*”.
4. **Supplier:** Successful Bidder to whom contract is awarded.
5. **Language of Bid:** English
6. **List of item:** List of items with indicated quantity, details in **Annexure-III**.
7. **Validity of rate Contract:** **31/ 03/ 2026** from the date of awarding contract.
8. **Address of communication:** Office of the Principal,
College of Veterinary Sciences & A. H.,
R. K. Nagar, West Tripura-799008
Phone: 9612651578
Email: cvscrknagar@gmail.com

ABBREVIATIONS:

- **NSQ:** Not of Standard Quality
- **EMD:** Earnest Money Deposit
- **DARD:** Director of Animal Resources Development
- **C-GMP:** Current Good Manufacturing Practices
- **GLP:** Good Laboratory Practices
- **BOQ:** Bill of quantities
- **URL:**Uniform Resource Locator
- **MOPS:**Multiple Option Payment System
- **C.V.Sc. &A.H:**College of Veterinary Sciences & Animal Husbandry

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Ph. No. 0381-2391005 email:cvscrknagar@gmail.com

File No.: 04-15(S)/ CVS&AH/ RKN/ 2024/

Date: _____, 2024

DETAILS NOTICE INVITING e-TENDER (e-NIT).

e-TENDER FOR PROCUREMENT of “*Drinking Water Cooler with Water Purification system along with additional Iron Remover Set*” for the College of Veterinary Sciences & Animal Husbandry, R.K. Nagar, during the Financial Year 2024 – 2025 & 2025-26, are hereby invited through website (<http://tripuratenders.gov.in>) by the Principal, College of Veterinary Sciences & Animal Husbandry, R.K. Nagar, Tripura (W), of Tripura from the reputed, resourceful and bonafide authorized Distributors/ Dealers/ Manufacturing firms of equipment & appliances etc.

TERMS & CONDITIONS

1. Tender will be floated in two parts: **1) Technical Bid & 2) Financial Bid**. Accordingly, two folders will be created at Bidders login (<https://tripuratenders.gov.in>). Bidder should upload Technical Documents to Technical Folder and Financial Documents to Financial Folder only. Last date of submission of e-tender is on or before 23rd December, 2024, till: 4:00 PM.
2. If the Financial Documents is uploaded in the Technical Folder or vice-versa, the Bids will be rejected. In addition, Technical Documents can also be saved in "My Account/ My Document" Folder.
3. A duly signed copy of the Terms & Condition of the D-NIT should be submitted by the tenderers as token of acceptance of the departmental terms & condition along with

technical bids documents to the Principal, College of Veterinary Sciences & A.H, R.K. Nagar, West Tripura, Pin: 799008, India.

4. The interested Bidders should furnish the Bid in **Two (2)** parts namely **Technical Bid & Financial Bid (BOQ)**.
5. Tender shall not be accepted from any Bidder who has been blacklisted/ banned/ debarred either by Tendering Inviting Authority, Government of Tripura or by any other State/ Central Government and its procurement Agencies. A declaration by the Tenderer must be submitted in this regard. (Annexure - IV).
6. The concerned company/ bidder whose product has been declared as of spurious or substandard quality and any criminal case is filled and pending in any court shall not be eligible to participate for those particular products in the tender. Similarly convicted firm/ company shall also not be eligible to participate in the tender.
7. Earnest money (EMD) of **Rs. 12,600/- (Rupees Twelve Thousand Six Hundred)** only, to be deposited as mentioned earlier in the critical date sheet.
8. Tender fee and EMD are to be paid electronically using the online payment facility provided in the portal. For online payment of tender fee and EMD, please follow the following process. After initiating the bid submission process from "**My Tender**" option, an "**Online Payment**" page will appear which will display the total TF and EMD amount. On submission of the TF & EMD payment option, system will redirect to the SBI bank MOPS window.
9. SBI MOPS will have two options for Net banking "SBI" & "other banks". Bidder can choose any of the options as desired and can complete the online payment process.
10. The successful bidder will have to submit bank document in prescribed format (commercial bank) as security money of 5% of the ordered value **within 10 days from the date of issue of letter of intent to the bidder in the shape of "performance bank guarantee" with one year validity.**

Bank guarantee should be submitted in prescribed format with following details:

- i. Name, designation and code of the bank official signing in the bank guarantee.
- ii. Address and other details including telephone number of the controlling of that bank branch.
- iii. A confirmation letter from the bank branch regarding amount as bank guarantee is to be submitted by the bidder.

DNIT:
Procurement of Drinking Water Cooler with Water
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11. The supply/ installation etc. has to be executed within **45 (forty five)** days from the date of issue of the supply order. A penalty @1% on the total value shall be charged for every week or part of week of delay beyond stipulated date of supply. However, relaxation will be entertained only in special circumstances (*Force majeure* - Natural calamities or any other situation beyond the human control). In case, failure of supply of the ordered item/ items in full within stipulated period, both the earnest money & Security deposit money are likely to be forfeited without further correspondence.
12. C.G.S.T, S.G.S.T & other taxes if any may be deducted from the Bill as per Government rule, as applicable.
13. Any enhancement of the rate within the validity period of contract will not be considered except for imposition of any levy or increase in existing levy by the Government. Any undue request may lead to cancellation of the Order and forfeit of Bid Security money.
14. Must include free installation & commissioning along with three free servicing per year during warranty period.
15. Items should be supplied, installed and commissioned at different sections of the College along with technical demonstration and training by authorised technical person only as per specifications along with user manual. If any supplied equipment are found to be of sub-standard quality, these should be replaced by new standard quality at their own cost on receipt of the intimation from Principal, College of Veterinary Sciences & A.H, R.K. Nagar, Tripura (W).
16. The authorized service engineer should be available on call within 24 (twenty four) hours.
17. Payment to the successful bidder shall be made on bill basis only after completion of supply and satisfactory installation of the item/ items as ordered for. No advance payment will be entertained in any circumstances. Principal, College of Veterinary Sciences & A.H, R.K. Nagar, Tripura (W) will take all possible steps to pay the Bills **within 90 days** from the date of the completion of supply & installation subjected to the availability of fund.
18. The rates should be quoted both in figures and words clearly as per Specification in **Annexure - III** in the BOQ. The rate should be quoted in **Indian Currency** only.
19. The quoted price should include all the taxes & charges including GST & transportation cost etc
20. The Supply Order will be issued once at a time or in phased manner subject to availability of fund and as per requirement.

DNIT:
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21. Any default or breach of contract by the suppliers will be subject to forfeiture of earnest money/ security money & will be considered as blacklisted/ delisted for participating in future tender as per the discretion of Principal, College of Veterinary Sciences & A.H, R.K. Nagar, Tripura (W).
22. In case of any legal dispute the jurisdiction will be the **High Court of Tripura, Agartala Bench**.
23. The Principal, C. V. Sc. & A.H, R.K. Nagar, reserves the right to unilaterally terminate the contract or cancel acceptance of rate or supply order at any time without notice before the expiry period for which the rates are now invited.
24. The Principal, C. V. Sc. & A.H, R.K. Nagar, reserves the right to accept or reject any/ all tenders any reason thereof and may accept or reject part of the tender/ tenderers.
25. Items should be supplied as per e-NIT. If the supplied Items are not as per Specification of the NIT, the supply should be taken back. The payment/ Security Money will be held up till the items back by the concerned agency at their own cost.
26. The Technical Bids of the Bidders will be first evaluated by concerned technical committee and technically qualified Bidders can only participate in the Financial Bids.
27. For technical evaluation, concerned technical committee will examine the eligibility per the technical document uploaded in websites. Bids of the bidder not satisfying the eligible any technical deviation will be rejected.
28. For financial evaluation, financial bids of the technically qualified bidder will be evaluated and which should be in strict compliance to the BOQ format. All the financial bid shall then be ranked according to the financial bid in increasing order with the bidder quoting the least amount ranked L1; the bidder quoting next higher figure as L2 and so on. L1 will be declared as successful bidder and his Offer will be processed further. However, the College reserves the right to offer the contract to the L2 and L3 Bidders as well as if there are any compliance in the Technical and Financial Bid quoted by the L1 Bidder.
29. No Insurance charge is admissible and the successful Tenderer/ Supplier will be responsible for any breakage, damage and loss in transit on the way to destination.
30. Company name, model name, code etc. of bided item should be mentioned by the bidder.
31. Quoted rate should be valid **up to 31st March, 2026**.
32. Warranty as mentioned in specification (**Annexure - III**) and shall be with effect from the date of installation & commissioning. Minimum three regular and free servicing should be provided per year for the water cooler under warranty period.

33. Bidders should submit web URL against each quoted item along with technical bid, containing detailed specification of the said water cooler system.
34. Quantity of items to be procured may increase or decrease depending upon the availability of fund or requirement.
35. If any prospective Tenderer is a partner of any Firm, each one of the partners must sign Tender, schedule, specification and conditions. If any partner is absent, authorized person may sign the Tender on his behalf. The power of attorney must be attached with the Tender. If any partner is unable to sign, he/ she must affix his/ her thumb Impression duly attested by the Notary or Magistrate; seals would not be accepted as signature.

INSTRUCTION TO BIDDERS:

1. Bid documents consisting of qualification information and eligibility criteria of bidders, plans, specifications, the schedule of quantities of the various water cooler system to be supplied and the set of terms and conditions of the contract to be complied by the bidder can be seen in the website <https://tripuratenders.gov.in> at free of cost in the portal within stipulated time period.
2. Bid documents shall be uploaded in two bid system with all Pre-Qualification and other details. Bidder shall participate in bid online through website <https://tripuratenders.gov.in> , for which they shall register/ enrol themselves in the same website. Submission of bids physically is not permitted.
3. To participate in bid, the bidder shall have a valid **Class 2/ Class 3 Digital Signature Certificate (DSC)**, obtained from the certifying authorities enlisted by Controller of Certifying Authorities (CCA) at <http://cca.gov.in> .
4. Bid will be opened online through website <https://tripuratenders.gov.in> on **24th December, 2024**, in the office of the Directorate of ARDD, Agartala. If the office happens to be closed on the date of opening of the bids as specified, the bids will be opened on the next working day at the same time and venue.
5. Each Bidder shall submit only one bid for each item(s). A bidder who submits more than one bid will cause disqualification of all the bids submitted by the bidder.
6. **Rate Quotation:** BOQ should be downloaded from the e-procurement application <https://tripuratenders.gov.in> and the same BOQ should be filled up properly and uploaded as a part of bid with digital signing. Bidder may quote the Rate for all items in the Bill of Quantity (BOQ) which is in MS-Excel (macro enabled) and Name of the bidder/

company/ firm must be written in the appropriate field of Bill of Quantity (BOQ) by bidder.

7. On publication of the bid, bidder shall download the e-NIT and all the items from website as mentioned in the e-NIT and minutely go through the instructions/ terms conditions/ critical dates/ eligibility criteria of the e-NIT. Downloaded e-NIT document is to be uploaded back and digitally signed as a part of bid, and as a proof of acceptance of all terms conditions in the e-NIT.
8. The Bidders shall have to scan all the required documents mentioned in this e-NIT into **PDF** format of 100 dpi resolution, for uploading as part of Bid.
9. Bill of Quantity (BOQ), which is in MS - Excel shall be downloaded, filled up properly and uploaded with the bid after digital signing. The Bidder shall always open the BOQ sheet with Macro Enabled.
10. The dates stipulated in the bid notice are firm and under any circumstances, they will not be relaxed unless officially extended.
11. Bidders are allowed to bid 24 x 7 until the time of Bid closing, with option for re-submission, wherein only their latest submitted Bid would be considered for evaluation. The e-Procurement website will not allow any Bidder to attempt bidding, after the scheduled date and time.
12. Even though the bidders meet the above qualifying criteria, they are liable to be **Disqualified / debarred/ suspended/ blacklisted** if they have:
 - a. Furnished false/ fabricated particulars in the forms, statements and annexure submitted in proof of the qualification requirements and/ or
 - b. Not turned up for entering into agreement, when called upon.
 - c. Even while execution of the work, if found that the work was awarded to the Bidder based on false/ fake certificates of experience, the Bidder will be black listed and necessary actions will be taken as per rules.
 - d. Any definite attempt of profiteering by any bidder will render himself liable to be debarred permanently from bidding or for such period as the bid accepting authority may decide. The bidder's overall rate should be based on the controlled prices for the materials, if any, fixed by the Government or the reasonable prices permissible for the bidder to charge a private purchaser under the provisions of clause 6 of the hoarding and profiteering prevention ordinance of 1943 as amended from time to time and on similar principle in regard to labour supervision on the construction.

- e. Each Bidder shall submit only one Bid for the work. A bidder who submits more than one bid will cause disqualification of all the bids submitted by the bidder.

BID OPENING AND EVALUATION:

1. Bid Opening

The bids will be opened online by the Bid openers on behalf of the Principal, College of Veterinary Sciences & A.H. at the time, date and venue as specified in the bid documents. Bids shall be scrutinized in accordance with the conditions stipulated in the Bid document. In case of any discrepancy of non-adherence, Conditions, the Bid accepting authority shall communicate the same which will be binding both on the bid Opening authority and the Bidder. In case of any ambiguity, the decision taken by the Bid Accepting Authority on bids shall be final.

2. Bid Evaluation and Comparison of Bids.

All the statements, documents, certificates, BOQ (bill of quantity), etc., shall be submitted/ uploaded by the bidder and will be verified for evaluation of bids. The clarifications, particulars, if any, required from the bidders, will be obtained by addressing the bidders. Bids will be evaluated against the specified parameters/ criteria same as in the case of conventional bids and the qualified bidders will be identified. The result of bids evaluation can be seen in the e-procurement application <https://tripuratenders.gov.in> by all the bidders who participated in the Bid.

The 'BOQ Comparative Chart' generated & displayed by system through the e-procurement portal, after the opening of Bid, will show the amount calculated based on percentage rate quoted by the bidders. **The bidder shown as lowest (L1) in the bid rank of the 'BOQ Summary Details' may not be the lowest always.** The prescribed authority (i.e. **Bid Opening Committee**) in the Department will prepare a '**Comparative Statement**' considering all parameters as per conditions given in the bid document. **This 'Comparative Statement', declaring lowest bidder (L1), will be displayed in the e-procurement portal subsequently.**

NO NEGOTIATION WILL BE CONDUCTED WITH THE LOWEST BIDDER.

Details of 'Bid Evaluation Committee' shall be uploaded in the e-procurement portal <https://tripuratenders.gov.in> and all the bidders can access the same.

Tender Inviting Authority may cancel the tender at any stage without any prior notice.

3. Discrepancy in Bid rate quoted.

Bids shall be scrutinized in accordance with the conditions stipulated in the Bid document. **Bidder shall quote rate in figures only, BOQ (in MS-Excel format) shall be open with Macro Enabled for automatic conversion from figures to words.** In case of any ambiguity, the decision taken by the Bid Accepting Authority on Bidders shall be final.

4. Process to be Confidential.

Information relating to the examination, clarification, evaluation and comparison of Bids and recommendations for the award of a contract shall not be disclosed to the Bidders or any other persons not officially concerned with such process until the award to the successful Bidder has been announced by the bid accepting authority. Any effort by a Bidder to influence the processing of Bids or award decisions may result in the rejection of his bid.

Before recommending/ accepting the bid, the bid recommending/ accepting authority shall verify the correctness of certificates submitted to meet the eligibility criteria and specifically experience. The authenticated agreements of previous works executed by the lowest bidder may be called for.

AWARD OF CONTRACT

1. Award Criteria

The Principal will award or recommend to the bid accepting authority for award of the contract to the bidder who is found technically qualified as per the bid conditions and whose **Offer Rate is lowest** (Condition applied as mentioned in *Sl. No. 2.2*)

The bid accepting authority reserves the right to accept or reject any bid or all bids and to cancel the bidding process, at any time prior to the award of contract without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the reasons for such actions.

2. Notification of Award and Signing of Agreement

The Bidder whose Bid has been accepted will be notified the award of contract by any authorized official, prior to expiration of the bid validity period by publishing the a Award of Contract in the Tripura Tenders Portal and also may send the same through Registered Letter.

The bidder should appear before the Tender Inviting Authority within **07 (Seven) days** after the bid has been awarded. The written agreement to be entered into between the bidder and the Government shall be the foundation of the rights and obligations of both

the parties and the contract shall not be deemed to be complete until the agreement has first been signed by the bidder and then by the proper officer authorized to enter into contract on behalf of the Government

The successful bidder has to sign an agreement within a period of **10 days** from the date of receipt of communication of acceptance/ award of his bid.

3. Corrupt or Fraudulent Practices

The Government requires that the bidders/ suppliers/ Bidders under Government financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, the Government

(a) Define for the purposes of the provision, the terms set forth below as follows:

(i) "Corrupt Practices" means the offering, giving, receiving or soliciting of anything of value to influence the action of a Government official in procurement process or in contract execution: and

(ii) "Fraudulent Practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Government and includes collusive practice among Bidders (prior to or after Bid submission) designed to establish in Bid prices at artificial non-competitive levels and to deprive the Government of the benefits of free and open competition.

(b) Will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question.

(c) Will blacklist or debar a firm, either indefinitely or for a stated period of time, if at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing a Government Contract.

Furthermore, Bidders shall be aware of the provisions stated in the General Conditions of Contract.

PROCEDURE FOR SUBMISSION OF BIDS

The Bids shall be submitted in 2 (two) parts, post registration in <http://tripuratenders.gov.in> , follows:

Part I: Fees/ Prequalification/ Technical Bid

List of Documents to be scanned and uploaded in My Documents

The following documents as per standard format dictated by the Regulatory/ Statutory Bodies, shall be scanned and uploaded along with the Bid Document as per requirements:

Sl. No.	NAME OF THE DOCUMENTS TO BE UPLOADED BY THE BIDDER
1	PAN/ TAN Card
2	Valid GST Registration Certificate
3	IT Return for the last 3 financial years 2021-2022, 2022-2023 & 2023-2024
4	Valid Firm Registration Certificate
5	Tender Document/ DNIT which is digitally signed by the Bidder
6	Quality Assurance Certificate
7	Complete Technical Details, Data sheet, OEM Authorization Certificate and detail Technical Specification for the item to be offered & any other relevant Documents
8	Authorization letter of the manufacturing firm (for supplier only)
9	Other relevant Documents mentioned in Eligibility Criteria
10	All filled in and signed Annexure: I, II, III, IV, V & VI

Part II: Financial Bid

Financial Bid will be considered for evaluation for those Bidders who have qualified the Technical Bid.

BOQ should be downloaded by the Bidder, fill up the modifications/ alterations and upload to My Document in Tripura Tenders website.

Note: Bidder should not temper the BOQ else the bid will be rejected.

ELIGIBILITY/ PRE-QUALIFICATION CRITERIA OF THE BIDDER

- 1) The Bidder should satisfy the Technical Compliance as mentioned in the ANNEXURE-III, Technical Specification. Bids failing to satisfy the compliance of the Technical Specification will be rejected.
- 2) The Bidder should not be debarred or blacklisted by any State/ Central Government / PSU. A self-Certificate must be furnished by the Bidder to support the same.
- 3) The Agency should possess necessary GST Registration from the competent Authority.
- 4) The agency should have registered and should possess necessary license from statutory body/ organization with TAN/ PAN and copy of the registration firm.
- 5) The Agency should provide IT Return Document and audited balance sheet (if available) for the last 3 financial years: 2021-2022, 2022-2023 & 2023-2024.
- 6) **All documents should be duly signed and attached properly, without which the Bid shall be rejected.**

Note: For each above mentioned document, the Bidders shall scan in 100 dpi resolution into PDF and upload them.

Annexure-I
TENDER FORM

To,
The Principal,
College of Veterinary Sciences & A.H.
R.K. Nagar, Tripura (W)

Sir,

Having examined the tender document, the receipt of which is hereby acknowledged, we, the undersigned, offer to supply and deliver the goods under the above-named Contract in full conformity with the said tender document and our financial offer in the Price schedule submitted in Envelop No: 2 which is made part of this tender.

2. We undertake, if our tender is accepted, to deliver the goods in accordance with the delivery schedule specified in the tender document.
3. If our tender is accepted, we undertake to submit the security deposit in the form, in the amounts, and within the times specified in the tender document.
4. We agree to abide by this tender, for the Tender Validity Period specified in the tender document and it shall remain binding upon us and may be accepted by you at any time before the expiration of that period.
5. Until the formal final Contract is prepared and executed between us, this tender together with your written acceptance of the tender and your Acceptance of Tender shall constitute a binding Contract between us. We understand that you are not bound to accept the lowest or any tender you may receive.

Signed: _____

Date: _____

In the capacity of _____

Duly authorized to sign this bid for and on behalf of: _____

Signature & stamp of Tenderer _____

ANNEXURE-II

MANUFACTURER'S AUTHORISATION FORMAT

(To be furnished with the Technical Bid)

To,
Principal,
College of Veterinary Sciences & A.H.
R.K. Nagar, Tripura (W) -799008.

Ref: Tender No. _____, **Date:** _____

Sir,

We, _____ are the manufacturers
of _____ (name of item(s))
and have the manufacturing factory at _____.

1. Messrs _____ (Name
& address of the agent) is our authorized distributor for sale of
_____ (name of item(s)).

Yours faithfully,

(Signature with date, name and designation)

For and on behalf of Messrs _____

(Name & address of the manufacturers)

Seal:

Note:

1. This letter should be on the **letterhead of the Manufacturer** and should be signed by a person having the power of attorney to legally bind the manufacturer.
2. Original letter shall be attached to the technical bid.

ANNEXURE-III

Sl. No.	Name of Item	Specifications/ Terms	Quantity required
1.	Drinking Water Cooler with Water Purifier system along with additional Iron Remover Set	<ul style="list-style-type: none"> • Number of Taps: Two Numbers (1 Plain water + 1 Cold water) • Dimensions: Approx. 665 x 485 x 1,210 in mm • Size: Approx. 665 x 485 x 1,210 (W x D x H) in mm • Body Material: Stainless Steel (Preferably 304/ 316) • Weight: Approx.65 Kg • Features: <ul style="list-style-type: none"> o Auto cut, o Voltage Overload protection, o Water Cooling Rate: \geq 40litre per hour, o Inbuilt Storage Tank: 80 Litre, o With Water Purifier system o Additional Iron Remover Set (2 Columns/ Vassels) <p>Additional Terms & Condition:</p> <ul style="list-style-type: none"> o Must include Free installation & Commissioning. o Onsite warranty for 3 years or more. o Minimum 3 free servicing per year during warranty period. 	07 nos (Seven)

ANNEXURE-IV
DECLARATION FORM

I/ We.....having
my/ our.....Office
at.....do declare that I/ We have
carefully read all the terms & conditions of Tender for the supply of...
.....The approved rate will remain valid for a period of
two years from the date of approval. I will abide with all the terms & conditions set forth in
the Tender paper Reference No.....

I/ We do hereby declare that I/ We have not been convicted by any court of Law nor
I/ We are derecognized/ black listed by any State Government/ Union Territory/ Government
of India/ Government Organization/ Government Health Institutions for supply of Not of
Standard Quality (NSQ) items/ part- supply/ non-supply. I/ We agree that the Tender Inviting
Authority can forfeit the Earnest Money Deposit and or Security Deposit and blacklist me/ us
for a period of 3 years, if any information furnished by us proved to be false at the time of
inspection/ verification and not complying with the Tender terms & conditions.

I/ We further declare that I/ We possess valid manufacturing license/ authorized
distributor/ trader license bearing No...
.....

Valid
upto.....I/ We.....do
hereby declare that I/ we will supply the.....as per the Terms,
Conditions & specifications of the Tender Document.

Signature of the Bidder:

Date:

ANNEXURE - V
TOTAL TURNOVER CERTIFICATE

To
The Principal,
College of Veterinary Sciences & A.H.
R.K. Nagar, Tripura
(w) Tripura, Pin:
799008

Sir/ Madam,

We hereby certify that M/ S _____ (the name of participant in the tender) who is participating the tender for Procurement of Drinking Water Cooler with Water Purification system along with additional Iron Remover Set for the College Of The Veterinary Sciences & A.H, R.K. Nagar, West Tripura, during The Year 2024- 25 & 2025-26, having office at _____ (Address of office) has a sales turnover given as below:

Format for Financial Turnover:

Name of Bidder	Financial Turnover (Rs. in lakhs)			
	Financial year 2021-2022	Financial year 2022-2023	Financial year 2023-2024	Average of 3 Financial years

The above information is correct and true.

SIGNATURE OF CHARTERED ACCOUNTANT

NOTE: The turnover of other than participant will not be accepted.

DNIT:
*Procurement of Drinking Water Cooler with Water
Purification system along with additional Iron Remover Set*

ANNEXURE – VI

BIDDER'S PROFILE

GENERAL INFORMATION OF THE BIDDER					
1	Name of the Bidder:				
	Registered address of the Firm:				
	State:		District:		
	Telephone no:		Fax:		
	e-Mail:		Website:		
2	Contact person details				
	Name :			Designation:	
	Telephone No.:			Mobile No.:	
3	Communication Address:				
	Address:				
	State:			District	
	Telephone no.:			Fax	
	e-mail:			Website	
4	Type of Firm (Please tick)				
	Private		Public Ltd.		Proprietorship
	Partnership		Society/ CPSU/ SPSU		Others specify
	Registration No. & Date of Registration				
5	Nature of Business (please tick the box)				
	Manufacturer/ Importer		Authorized distributor		Authorized Supplier
	Others (specify)				
6	Key personal Details (Chairman, CEO, Directors, Managing partners etc.); In case of Directors DIN Nos. are required				
	Name			Designation	
7	PAN Card Number:				
8	Bank Details of the Bidder; The bidder have to furnish the Bank Details as mentioned below for return of Security / Payment for supply if any (if selected)				
	i. Name of the Bank:				
	ii. Name of Account & Full address of the Branch concerned:				
	iii. Account Number of the Bidder:				
	iv. IFSC Code of the Bank:				

Signature of the Bidder