



# दक्षिण बिहार केन्द्रीय विश्वविद्यालय

**Central University of South Bihar**

SH-7, Gaya – Panchanpur Road, Village – Karhara, Post-Fatehpur

P.S. – Tekari, District – Gaya (Bihar) Pin- 824236

website: [www.cusb.ac.in](http://www.cusb.ac.in)

**Subject: Tender for Comprehensive Annual Maintenance Contract (CAMC) of Water Purifier Cum Chiller at Central University of South Bihar, Gaya.**

## **Notice Inviting Tender**

Sealed Tenders are invited under Two bid system from reputed experienced and financially sound parties for the following work:

Name of Work	Tender for Comprehensive Annual Maintenance Contract (CAMC) of Water Purifier Cum Chiller at Central University of South Bihar, Gaya
Tender No.	<b>CUSB/PSD/ESTATE/T/27/2024-25, Dated: 24/02/2025</b>
Tender Fee	Rs.500 /- (Rupees Five Hundred Only) by Demand Draft in favour of Central University of South Bihar, Gaya payable at Gaya from any scheduled Bank.
EMD	Rs.25,000 /- (Rupees Twenty Five Thousand Only) by Demand Draft in favour of Central University of South Bihar, Gaya payable at Gaya from any scheduled Bank.
Performance Bank Guarantee	5% of award value as per on award/Acceptance of work.
Contract Period	The period of contract will be initially for <b>one years</b> . The contract may be extended by another <b>two year</b> on the basis of annual satisfactory performance and mutual consent.
Issue of Tender	The tender document can be downloaded from the Institute website – <a href="http://www.cusb.ac.in">www.cusb.ac.in</a> and CPP Portal web site: <a href="http://www.eprocure.gov.in/epublish/app">www.eprocure.gov.in/epublish/app</a> . Please keep visiting our website for any corrigendum/amendments and submit the bid document accordingly.
Pre-Bid Meeting	Date: <b>28/02/2025</b> . The prospective vendors are requested to read the complete tender documents and visit the site to understand the equipment before submission of Bids.
Last date of submission / receipt of Tender	<b>17/03/2025 up to 04:00 PM</b> at Central University of South Bihar, Gaya
Opening of Tender	The tenders shall be opened on <b>17/03/2025 at 4:30 PM</b>
Place of opening of Bid	Administrative Building, CUSB, SH-7, Gaya – Panchanpur Road, Village – Karhara, Post-Fatehpur, P.S. – Tekari, District – Gaya (Bihar) Pin- 824236
Proposed date to Commence the Operations	On receipt of LoA.

The tender shall be submitted in three separately sealed envelopes marked as "A", "B", & "C". The language used shall be English. In case any information is given in foreign language, then translated (in English) copies of those pages must be enclosed, failing which the tender will be disqualified.

**1. ENVELOPE 'A' (Earnest Money & Tender Cost)**

The tender shall be accompanied by the cost of the tender document for Rs. 500/- (Indian Rupees five hundred only) in the form of Demand Draft failing which the tender will not be accepted. Tender must also be accompanied by earnest money of Rs. 25,000/- (Rs. Twenty five thousand only) in the form of Demand Draft in favour of Central University of South Bihar, payable at Gaya executed by any Scheduled Bank. The Demand Draft towards Earnest Money & cost of tender document will be placed in sealed **Envelope 'A'**.

The tender cost and EMD are not required to be submitted by bidders who are exempted in terms of MSME, Govt. of India guidelines. However, they are required to furnish requisite certificate in this regard issued by the Competent Authority.

**2 ENVELOPE 'B' (Technical Bid Document)**

Those Tenderers, who are authorized by the original manufacturer/service provider, should establish their credentials by giving valid documentary evidences of similar supplies to have been executed in India.

**Checklist for Envelope 'B'**

- a) Copy of registration of GST.
- b) Copy of Income Tax Permanent Account Number.
- c) Copy of ITR of last two (02) financial years.
- d) Copy of Memorandum and Article of Association, Certificate of Incorporation, Partnership Deed, Registration Certificate issued by the Registrar of Firms etc.
- e) Copy of work order/experience in related job.
- f) Copy of Small Scale Unit/ MSME/ NSIC Registration under relevant items for waiving of submission of EMD amount.
- g) All pages of tender document including various sections, except priced bid duly signed / sealed by the Tenderer.
- h) Non-Blacklisting affidavit/undertaking.

**3. Envelope 'C' (Financial Bid Document)**

- a. The **Envelope 'C'** shall contain the tender documents and information related to the schedule of quantities quoting the rates per Unit/Price etc. of the item pertaining to the Financial Bid on the Financial Bid document, issued by CUSB, along with the tender document.  
**The Financial Bid should be submitted separately in separate envelope clearly mentioning the Financial Bid is submitted on top of the Envelope.**

All columns shall be duly filled in with specific information on the cost involved.

The rates for the items shall be quoted in Indian Rupees only.

**NOTE** The Tenderer should clearly mention in all the three envelopes (i.e. A, B and C) clear description of the items for which the offer is being quoted. If any discrepancy is observed the offer would be treated as non-responsive and would be rejected outrightly.

- **Envelope 'A'** (Earnest Money & Tender Cost),
- **Envelope 'B'** (Technical Bid Document), and
- **Envelope 'C'** (Financial Bid Document), shall be in separate sealed envelopes, each marked as "**Envelope 'A'**, **Envelope 'B'** and **Envelope 'C'**", respectively.
- All the three envelopes shall be submitted together in another big envelope sealed and super-scribing thereon **Tender for Comprehensive Annual Maintenance Contract (CAMC) of Water Purifier Cum Chiller, Central University of South Bihar, Gaya (Bihar)** alongwith **Tender Number**.
- The envelope should be addressed to, Registrar (Tender Document), , Central University of South Bihar, SH-7, Gaya- Panchanpur Road, Village- Karhara, Post- Fatehpur, P.S- Tekari, District- Gaya (Bihar), PIN- 824 236
- The envelope marked **Envelope 'B'** of only those Tenderers shall be opened, whose earnest money & tender cost are placed in the **Envelope 'A'** and found to be in order. In case of waiver of the charges, relevant documents shall be submitted in **Envelope 'A'**.

The Tender Evaluation Committee will evaluate the Technical Bids and is fully authorized to reject any incomplete tender or on its satisfaction that the requirements are not met for the complete need of the CUSB with regard to the Committee. The decision of the Tender Evaluation Committee shall be final. Only those Technical Bids cleared by the Tender Evaluation Committee shall be eligible for consideration of Price Bid. Those successful Tenderers for whom the **Envelope 'C'** (Price Bid) is to be opened shall be duly intimated.



## CENTRAL UNIVERSITY OF SOUTH BIHAR

SH-7, Gaya- Panchanpur Road, Village- Karhara, Post- Fatehpur, P.S- Tekari, District- Gaya (Bihar) PIN- 824 236

### Check List

#### Document to be submitted with Tender

S. No.	Particular	Yes / No	Annexure No
	<b>Envelope - A</b>		
1.	Tender Fee (DD)		
2.	EMD Cost (DD)		
3.	Exemption of EMD (Requisite Certificates)		
	<b>Envelope - B</b>		
4.	ITR of last 2 financial years		
5.	Experience of same work (Work / Supply Order etc.) Annual average turnover of Rs. 5 Lakh in last 02 years.		
6.	GST Registration		
7.	PAN Card		
8.	Duly Filled Tender Document (All the pages should be signed & stamped)		
9.	Non – Blacklisting Affidavit / Undertaking		
	<b>Envelope - C</b>		
10.	Price Bid / Financial Bid		

N.B.

1. The Bidder ensure that all the documents/confirmations required as per the tender document are enclosed in the tender and no column is left blank. It is the responsibility of bidder to ensure furnish all required documents, as per the tender document.



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## GENERAL CONDITIONS OF PURCHASE / WORK

### 1. Definitions

- 1.1. In this Purchase, the following terms shall be interpreted as indicated.
  - (a) "The Order" means the agreement entered into between the Purchaser and the Supplier including all the attachments and appendices and all documents incorporated as per notification of award.
  - (b) "The Purchase Price" means the price payable to the Supplier under the Contract for the full and proper performance of its contractual obligations;
  - (c) "The Goods" means all the items, which the Supplier is required to supply to the Purchaser under the Contract;
  - (d) "Services" means services ancillary to the supply of the Goods, such as transportation and insurance, and any other incidental services training and other obligations of the Supplier covered under the Contract;
  - (e) "GCP" means the General Conditions of Purchase contained in this section.
  - (f) "The Purchaser" means the organization purchasing the Goods i.e **CENTRAL UNIVERSITY OF SOUTH BIHAR, GAYA.**
  - (g) "The Purchaser's country" is India.
  - (h) "The Supplier" means the individual or firm supplying the Goods and Services.
  - (i) "Day" means calendar day.

### 2. Application

- 2.1. These General Conditions shall apply to the extent that they are not superseded by provisions in other parts of the tender.

### 3. Submission of the bids

- 3.1. All bids completed in all respect must reach the purchaser within the last date and time of receipt of bid. No extension shall be allowed for any reason what so ever. Late tenders/delayed bids and tenders received without earnest money etc. shall be rejected.

### 4. Payment

- 4.1. The payment shall be made after inspection of the work and satisfactory performance on quarterly basis.
- 4.2. The Supplier's request(s) for payment shall be made in writing, accompanied by an invoice describing, as appropriate the Services performed.

### 5. Contract Amendments

- 5.1. No variation in or modification of the terms of the Contract shall be made except by written amendment signed by the parties.

### 6. Assignment

- 6.1. The Supplier shall not assign, in whole or in part, its obligations to perform under the Contract, except with the Purchaser's prior written consent

### 7. Subcontracts

- 7.1. The Contractor shall notify the Purchaser in writing of all subcontracts awarded under this Contract if not already specified in the bid. Such notification, in his original bid or later, shall not relieve the Contractor from any liability or obligation under the Contract.

### 8. Termination for Default

- 8.1. The Purchaser may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the Supplier, terminate the Contract in whole or part

- (a) If the Supplier fails to perform any other obligation(s) under the Contract.
- (b) If the Supplier, in the judgment of the Purchaser has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

For the purpose of this Clause:

**“Corrupt practice”** means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.

**“Fraudulent practice”**: a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Borrower, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Borrower of the benefits of free and open competition;”

- 8.2. In the event the Purchaser terminates the Contract in whole or in part, the Purchaser may procure, upon such terms and in such manner as it deems appropriate, Goods or Services similar to those undelivered, and the Supplier shall be liable to the Purchaser for any excess costs for such similar Goods or Services. However, the Supplier shall continue the performance of the Contract to the extent not terminated.

## 9. Termination for Convenience

- 9.1. The Purchaser, by written notice sent to the Supplier, may terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the Purchaser's convenience, the extent to which performance of the Supplier under the Contract is terminated, and the date upon which such termination becomes effective.

## 10. Resolution of Disputes

- 10.1. In case of Dispute or difference arising between the Purchaser and a supplier relating to any matter arising out of or connected with this agreement, such disputes or difference shall be settled in accordance with the Arbitration and Conciliation Act, 1996.

## 11. Governing Language

- 11.1. The contract shall be written in English language. Subject to GCC Clause 28, English language version of the Contract shall govern its interpretation. All correspondence and other documents pertaining to the Contract which are exchanged by the parties shall be written in the same language.

## 12. Applicable Law

- 12.1. The contract shall be governed by the Law of Contract for the time being in force.
- 12.2. Irrespective of the place of performance or place of payment under the contract, the contract shall be deemed to have been made at the place from which the acceptance of tender has been issued.
- 12.3. Jurisdiction of Courts: The courts of the place from where the acceptance of tender has been issued shall alone have jurisdiction to decide any dispute arising out of or in respect of this contract.
- 12.4. One month notice will be given by either party for termination of Contract during the tenure of Contract for breach of Clause or otherwise.

## 13. Taxes and Duties

- 13.1. Contractor shall be entirely responsible for all taxes, duties, license fees, octroi, road permits, etc., incurred until delivery of the contracted Goods to the Purchaser.

- 14. All legal disputes arising out of this contract /bid shall be subject to competent court and forum under judicature of Gaya only.

- 15. Submission of Performance Bank Guarantee @ 5% for a period beyond 60 days of contract period.

### Water Purifier Cum Chiller :

Sl.No.	Particular	Make	Quantity
1.	50 LPH RO purifier	Aquaguard Portable	06
2.	120 LPH RO Purifier	water purifier cum cooler	16

### Scope of Work

- A) Central University of South Bihar, Gaya is proposing to enter into a contract for the **period ONE years For** comprehensive Annual Maintenance Contract (C.A.M.C.) for Water Purifier cum chiller fitted at Central University of South Bihar, Gaya from the reputed manufactures/vendor/supplier/authorized dealers/franchise/authorized service provider dealing in concerned items. The rates are to be submitted in Price Bid by Tenderer.
- B) The rates to be quoted for the period of **ONE year from** date of signing of agreement.
- C) The contract may be extended for the following period of further **two year (1+1 year) on same terms & condition** based on satisfactory services and subject to mutual agreement of both the parties.
- D) The **bid** shall not include any conditions whatsoever. In case any conditions are included in the **bid** the same may not be taken into consideration. The **bid** in such cases is liable to be rejected. Clarification if any shall be obtained from the Central University of South Bihar, Gaya before submission of the **bid**.
- E) The bids be evaluated for all category comprehensively and overall lowest bidder (L-1) in all category will be eligible for the award of the tender.
- F) The comprehensive AMC is for preventive as well as for break down maintenance and includes repair and replacement of the following parts free of charge during comprehensive AMC Period:-
- All Kinds of Filters (As per requirement basis)
  - Membrane (As per the requirement basis)
  - Compressor
  - Thermostat
  - Relay
  - Carbon
  - Tap
  - Cooling Gas
  - Worn out parts etc.
  - Pumps and SMPS.
  - Any other spare parts .
  - Painting if required.
- G) The parts will be replaced as and when required during the year. Regular service of all the machines covered under the Comprehensive AMC would be undertaken by the vendor. At least monthly checking /inspection is mandatory. This list is just a brief description but in case of any other parts (Not Listed above) replacement, it is deemed to be in the scope of bidder only. No extra charges will be paid in this account.**
- H) Bidder should kept sufficient quantity of spares of all types so that in case of complaint it would be rectified within 72 hours of complaint registered.
- I) Above list is tentative, if some other parts is required to rectify the machine, it is deemed that it is in scope of bidder only.
- J) In case of any complaint/breakdown/fault in any equipment, the firm has to attend the fault within 72 hours of reporting on phone/mobile/E-mail etc, failing which will invite a penalty as follows:
- Attending to complaint between 4 days - 5 days intimation- Rs. 250/-
  - Attending to complaint between 6 days - 7 days of intimation- Rs. 500/-
  - Attending to complaint between 7 days - 15 days – Rs. 1000/-
  - If not repaired/replaced within 15 days, the tender shall be deemed to cancel.

- e. If the machine is not repaired within above specified period without any valid and justified reason, the machine shall be repaired by University and the repairing cost along with penalty shall be deducted from the payment of the vendor.
- K) At least 01 skilled technician to be posted entire the office hour in CUSB Campus (i.e. Monday to Saturday from 0900 AM to 0500 PM) (Except Holiday).

L) Call report should be maintained with proper certification of concerned building caretaker.

M) A complain register should also be maintained in following proforma for each buildings.

S L.	Date of complain	Location of Water Purifier cum chiller & Machine No	Details of Complain or <b>Regular checkup</b>	Complain/ <b>monthly checkup</b> Attend on (by Technician)	Full Details of service	items change if any Full details.	Signature of Technician	Sig of Caretaker	Sig of Estate I/C
		Location: Machine No.:-----							

M) If the tenderer fails to undertake the job satisfactorily at any period of time or withdraws his services permanently for more than three consecutive weeks. The Central University of South Bihar, Gaya has every right to cancel the contract and forfeit the Security Deposit without assigning any reason what so ever.

N) The quotation should be accompanied by a crossed Demand Draft/Pay order for Rs. 25,000/- (Rs. **Twenty Five Thousand** Only) payable to Central University of South Bihar, Gaya as Earnest Money Deposit (EMD), without which quotation will not be accepted. The EMD will not carry any interest. EMD of unsuccessful tenderers will be refunded once the work awarded. EMD of successful tenderer will be held till submission of security deposit.

O) All bids should be duly sealed/taped and clearly marking the bidder's name and address on the top of the sealed envelopes and super scribing "**Tender for comprehensive AMC of Water Purifier and RO system**" along with **Tender Number** clearly on the envelope.

### Terms and Conditions

#### 1. The Tender

- The original tender document must be duly signed and stamped by the authorized signatory on each page.
- The prices quoted must be per unit as shown in the Schedule and must include all charges including Taxes & Cartages for delivery at Central University of South Bihar, Gaya.
- The rate must be stated for each item separately both in words and figures. If there is discrepancy between the prices quoted in word and figures. The price quoted in words would be treated as final.
- The price quoted by the tenderer should be firm and inclusive of all tax (GST), Freight and forwarding charges, handling charges. Loading and unloading charges, any other tax/charges inclusive of GST.**
- No tender shall be allowed to revise its original price.
- The prices once accepted by Central University of South Bihar, Gaya shall remain valid till the period of contract and during extension or renewal of contract if any.**
- The vendor should preferably be authorized by the concerned / any brand of machine to service/repair and take CAMC of their machine. (Proof of document to be attached if available.)
- The quotations shall not include any conditions whatsoever. In case, any conditions are included in the quotation the same may not be taken into consideration. The quotation in such cases is liable to be rejected. Clarification, if any, shall be obtained in writing from the Central University of South Bihar, Gaya before submission of the quotation.



- i) The present quantity may vary due to condemnation of equipment or new purchase during the period of AMC. Payment in such cases would be made on proportionate basis considering the period of such AMC for actual number of machines.
- j) Incomplete and unsigned quotations are liable to be rejected.
2. The contractor shall be responsible for smooth and satisfactory working of the water coolers and water purifier and shall obtain certificate from the user at periodic intervals to the effect that the water coolers/water purifiers have been working satisfactory during the period of the contract and have not remained out of order for want of maintenance/repairs. Proportionate deductions shall be made from the bill in case equipment remains out of order for more than 72 hours on each occasion.
  3. It shall be obligatory on the part of the contractor to carry out repair/maintenance of water coolers/water purifiers under his direct control and supervision and under no circumstances the work shall be assigned to sub-contractor.
  4. **The term Comprehensive Annual Maintenance Contract shall include servicing, tank washing through chemical, gas filling, replacement of compressor, filter, thermostat, all kind of motor, capacitors, fan blade wiring, all kinds of plug pads and replacement/repair of all other parts which are required to make the machines in hygienic working condition during the currency of the contract at the exclusive risk, responsibility and cost of the contractor.**
  5. The work shall be carried out in the premises of the University. Only such work execution of which is not possible in the premises of this Department may be allowed to be done in the workshop of the firm. In no case, any water coolers/water purifiers or parts thereof shall be taken out of the premises without formal written permission of the Central University of South Bihar, Gaya.
  6. The successful contractor shall be required to do the work during the entire period of contract at the rates approved on the basis of the limited tender offer. If due to any reason, the firm is not able to do the work, the same shall be got done from some other firm or from the open market at the risk & cost of the contractor and the expenditure incurred thereon shall be recovered from the contractor. This may even entail the termination of the contract and forfeiture of the performance security.
  7. **Laboratory testing of R.O. purified water to be done on quarterly basis for random 4 nos. RO's for ascertaining quality of drinking water as per relevant norms (from any Govt./ NABL accredited laboratory).**
  8. The contractor shall be responsible for payment of wages/settlement of dues with workers engaged by the firm as per prevailing labour/wage laws in force in Gaya and Central University of South Bihar, Gaya shall not be a party to any dispute between the contractor and workers.
  9. The contractor shall be responsible for handing over all the Water purifier cum chiller in working condition along with all the accessories to the Central University of South Bihar, Gaya on the expiry of the contract and the cost of shortcoming, if any, shall be borne by the outgoing contractor.
  10. The damage caused, if, any, either to water coolers/ water purifiers or to any other property of the Government through negligence or otherwise, shall be at the risk, cost and responsibility of the contractor. The financial or any other loss suffered by the Government on this account shall be made good by the contractor and decision of the Central University of South Bihar, Gaya in this context shall be binding on the contractor.
  11. No extra payment/compensation whatsoever on account of natural calamity/accident or otherwise will be made to the firm except the offered rates permitted under the contract.
  12. The Central University of South Bihar, Gaya reserves the right to reject or to accept any quotation, whole or in

part without assigning any reason thereof. It will also not be obligatory on the Central University of South Bihar, Gaya to accept the lowest quotation and no explanation shall be given with regard to reason for rejection of quotation of any limited tender. The Central University of South Bihar, Gaya also reserves the right to extend/renew the contract for such period(s) as it may deem necessary taking into account, of course, the satisfactory services rendered by the contractor during the currency of the contract.

13. The Central University of South Bihar, Gaya reserves the right to terminate the AMC in full or part at any time during the contract period of the services of the contractor are not found satisfactory. In all matters of dispute relation to the proposed AMC, the decision of the Central University of South Bihar, Gaya in both cases shall be final and binding on the contractor.
14. Water coolers/water purifiers etc. those are under warranty period will be added in the contract after completion of their warranty Period for which the pro rate amount may be paid as per the offered unit rates of limited tender.
15. The tenderer whose tenders finally accepted, shall have to furnish performance security of a sum equivalent to 5% of the contract amount by means of FDR/DD/Performance bank guarantee of any Commercial bank pledged in favor of Central University of South Bihar, Gaya for a period beyond 60 days of contract period. The earnest money shall be returned to the successful bidder after depositing of performance security.
16. All legal disputes shall be subject to the Jurisdiction of Gaya.
17. **Payment Terms:** No advance payment will be made. Payment will be released on ending of each quarter of the CAMC period followed by statutory deduction like TDS etc. After end of the each quarter, bill may be submitted to the Registrar, Central University of South Bihar, Gaya with following documents.
  - a) Call Report with certification of the caretaker of concerned building.
  - b) List of Parts change during the period with clarification of the Caretaker of concerned building.
  - c) Xerox copy of Complain register.
  - d) Visit report with action taken on each call.

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## Agreement

This agreement made on this \_\_\_\_\_ between the Registrar, Central University of South Bihar, (hereinafter referred to as the Registrar, which expression shall unless otherwise excluded by or repugnant to the context be deemed to include its successors, representatives and permitted assignees) of the one part and the **M/s** \_\_\_\_\_, the Tenderer (which expression shall unless otherwise excluded by or repugnant to the context be deemed to include its successors, representative and permitted assignees) of the other part. Whereas, pursuant to the offer of the Tenderer, the Tenderer has agreed to undertake the following works:

“Tender for Comprehensive Annual Maintenance Contract (CAMC) of Water Purifier Cum Chiller at Central University of South Bihar, Gaya. For a tendered value of **Rs. -----(Rupees ----- only) inclusive of GST @ -----% for 01 year from the date of starting of the work** as per the terms and conditions of the work award Letter No ----- And terms & conditions annexed hereto.

### **The following documents will also form part of the Agreement**

- | <b>Sl. No</b> | <b>List of Documents</b>                |
|---------------|---|
| 1.            | Offer Letter No & Date                  |
| 2.            | Work Award Letter No. ----              |
| 3.            | Time Schedule of work.                  |
| 4.            | Schedule of quantity/ Bill of Quantity. |
| 5.            | Terms & Conditions.                     |
| 6.            | Special Conditions of Contract          |
| 7.            | Scope of work.                          |

In witness whereof, the parties have hereunto set and subscribed their handed seals on the day and the year first above written.

For and behalf of Central University of South Bihar

For and behalf of Tenderer

Registrar  
Central University of South Bihar

Witness :

Witness :

1.

1.

2.

2.

## TECHNICAL BID PROFORMA

<b>NIT No. :</b>	<b>CUSB/PSD/ESTATE/T/27/2024-25 Dated: 24/02/2025</b>				
<b>Subject.: Tender for CAMC of Water Purifier cum Chiller at CUSB Gaya</b>					
1.	Name of the Organization				
2.	Head Office / Registered Office				
	Telephone No/mobile No.				
	Fax No.				
	Email				
	Web site (if any)				
	Date of Establishment				
	Branch Office in Gaya , if any				
	(Provide Complete Address)				
	Telephone No.				
	Fax No./Email				
3.	Name of Chief Executive/ Proprietor / Partners with Designation				
	Telephone No./Mobile No.				
	Fax No./ Email				
4.	Name of Contact Person				
	Telephone No./Mobile No				
	Fax No./Email				
5.	<b>Type of Organization</b>		<b>Certified Documents to be enclosed</b>		
a.	Proprietary		Trade License		
b.	Partnership		Partnership Deed, Trade License		
c.	Private Limited Company		Memorandum of Article		
d.	Public Limited Company		Certificate of Registration		
e.	Public Sector		Trade License		
6.	<b>Nature of Business (tick the relevant)</b>				
	Manufacturing		Service		Dealership
	Stockiest		Indian Agent		Indian Branch Office
	Others Pl. Specify				

<b>7.</b>	<b>Class / Type of Product / Materials Manufactured / Sold / Serviced/ Fabricated</b>				
Scientific Equipment		Electronics		Lab Consumables & Chemicals	
Electrical Items		Computer Peripherals		Computers	
Laboratory Equipments		Office Automation Product		Electrical Works	
Sport Materials		Water Coolers		Air-conditioners	
AV Equipments		Boards		Other, please specify.....	
<b>Audited Annual Turnover during last 3 years (Rs. In Lakhs) (enclose Chartered Accountant's certification &amp; Income Tax Return Copy)</b>					
<b>Year</b>		<b>Rupees (in Lakhs)</b>		<b>Annexure (Number)</b>	
2023-24					
2022-23					
2021-22					
2020-21					
<b>8.</b>	<b>Commercial Information (enclose Attested Copy wherever Applicable)</b>				
<b>S. No.</b>	<b>Information</b>	<b>Details</b>		<b>Annexure (Number)</b>	
<b>a.</b>	GST Registration Number				
<b>b.</b>	Excise Registration Number Trade / Factory License Number				
<b>c.</b>	PAN No.				
<b>d.</b>	Details of Registration Certificate with DGS&D/NCCF				
<b>e.</b>	SSI/NSIC/MSME Certificate				
<b>f.</b>	Current dealership agreement with Principal Letter No. / Date / Valid upto				
<b>g.</b>	Relevant IISI/ SO Certificate, if any				
<b>h.</b>	<u>Bank Details :</u> Account No.				
<b>i.</b>	Name of Bank & Branch				
<b>j.</b>	IFSC Code				
<b>k.</b>	Details of Tender Fee	Amount:	DD No. & Date	Name of the issuing Bank & Branch	
<b>l.</b>	Details of EMD	Amount:	DD No. & Date	Name of the issuing Bank & Branch	

<b>m.</b>	Details of Previous Supply in Govt. Organisations/ Govt. Educational Institutions (Enclose Supply order & Performance report. If required enclose separate sheets) Enclosures -	Name of the organization	Item Supplied / Qty.			Total Value (Rs in lakhs)
<b>9.</b>	MSME Entrepreneur	Comment				
<b>9.1.</b>	Is the bidder MSME Entrepreneur	Y/N				
<b>9.2.</b>	If yes, the category (GEN/OBC/SC/ST/Women)	GEN	OBC	SC	ST	WOMEN
I/ We hereby give an undertaking that the information provided are true to the best of my knowledge and belief. If anything found to be false at any stage my tender will be liable to be rejected and EMD amount will be forfeited.						
<b>Signature of authorized representative:</b> .....						
<b>Date:</b> .....						
<b>10.</b>	<b>Note</b>					
<b>10.1.</b>	Separate information sheet may be provided for item (s) in case space provided is not adequate.					
<b>10.2.</b>	Affidavit in the enclosed format on Non Judicial stamp paper duly attested by Magistrate/Notary shall also be furnished by the bidder.					

## VENDOR DETAILS FORM

1.	Do you have a PFMS Unique ID (please tick)	NO	YES	UID No.-
2.	Name of the Firm			
3.	Address with City Name & Pin Code			
4.	Contact No.			
5.	Email ID			
6.	GST No. ( Yes / No )	<b>GST No. -</b>		
		If YES, a copy of <b>GST CERTIFICATE</b> must be attached.	If NO, duly signed/sealed attached <b>DECLARATION OF GST NON-ENROLMENT</b> must be submitted.	
7.	PAN No.			
8.	TIN No.			
9.	ADHAR No.			
10.	Name of the Contact Person With Mobile No. & E-mail ID	Name :		
		Mobile :	E-mail ID :	
11.	<b>Bank Account Details</b>			
	Beneficiary Name			
	Bank Name & Branch			
	Bank Account Number			
	IFSC Code			
	MICR Code			
	Type of Bank Account	Saving Account	Current Account	Cash Credit
	Telephone no. and E-mail of Bank Branch	Telephone		
Email ID				
12.	Vendor Type (please tick)	Manufacturer	Distributor	Reseller
		Service Provider	Stockiest	Indian Agency

**Signature of Vendor with Seal**

Name: \_\_\_\_\_

Date: \_\_\_\_\_

## DECLARATION OF GST NON-ENROLMENT

DECLARATION OF GST NON-ENROLMENT

Dear Sir/Madam,

Sub: Declaration of non-requirement of registration under the Central/State/UT/Integrated Goods and Services Tax Act, 2017

I/We..... (Name of the service provider/business entity), do hereby declare that I/we am/are not registered under the Goods and Services Tax Act, 2017 as (select and fill below for the relevant reason)

-I/We deal in/supply the category of goods or services ..... (Describe the nature of the services/goods) which are exempted under the Goods and Service Tax Act, 2017.

-I/We have the annual aggregate turnover below the taxable limit as specified under the Goods and Services Tax Act, 2017.

-I/We are yet to register ourselves under the Goods and Services Tax Act, 2017.

I/We hereby also confirm that if anytime during any financial year I/we decide or require or become liable to register under the GST, I/we undertake to provide all the requisite documents and information.

I/We request you to consider this communication as a declaration for not requiring to be registered under the Goods and Service Tax Act, 2017.

I/We hereby also confirm that ..... (Name of the service recipient) shall not be liable for any loss accrued to me/us, due to any registration default with the GST.

Signature of Authorised Signatory:

Name of the Authorised Signatory:

Name of Business:

Date:

Stamp/Seal of the business entity:





# CENTRAL UNIVERSITY OF SOUTH BIHAR

SH-7, Gaya- Panchanpur Road, Village- Karhara, Post- Fatehpur, P.S- Tekari, District- Gaya (Bihar) PIN- 824 236

## FINANCIAL BID PROFORMA

Tender Notice No.: CUSB/PSD/ESTATE/T/27/2024-25, Date: 24/02/2025

Subject: **Tender for Comprehensive Annual Maintenance Contract (CAMC) of Water Purifier Cum Chiller at Central University of South Bihar, Gaya**

Description of Services [Comprehensive Annual Maintenance Contract Of WATER PURIFIER CUM CHILLER]	Qty.	Rate per machine for CAMC	GST @	Total Amount Inclusive of GST (for all qty)
Aquaguard Portable Water Purifier cum cooler 50 LPH RO Purifier	06			
Aquaguard Portable Water Purifier cum cooler 120 LPH RO Purifier	16			
<b>Total Amount (Rs.) for one year</b>	<b>22</b>			
<b>Total Amount in Words: (Rs. ....)</b>				

I/We hereby undertake that we shall make good any loss/damage caused to water coolers/water purifiers/RO unit or any other property the Government through our negligence. I/We also undertake that the decision of the Registrar, Central University of South Bihar, Gaya in this regard as well as the matter of dispute arising due to the provision of this contract shall be final and binding on us. I/We undertake not to make any representation against the decision of the Registrar, Central University of South Bihar, Gaya

**Note: No overwriting or use of whitener is permitted. If done then it will be summarily rejected.**

Date:

Signature

Name:

Designation & seal