



UNIVERSITY OF CALCUTTA
OFFICE OF THE UNIVERSITY ENGINEER
87/1, College Street
Darbhanga Building, Ground Floor
Kolkata-700073
Website :-www.caluniv.ac.in

NOTICE INVITING QUOTATION

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

1.	N.I.Q. No	:	Eng /CQ- 452 /24-25 Dated:20/03/2025
2.	Name of Work	:	Urgent repairing of steel Almirah and wooden chairs with Supplying of new Steel Almirahs at different locations of College street Campus University of Calcutta
3.	Estimated Cost put to Tender	:-	Rs N.A
4.	Earnest Money Deposit(EMD)	:-	A sum of 2% of the estimated /quoted amount in the form of CTS demand draft in favour of University of Calcutta payable at Kolkata is to be attached with the Tender as earnest money failing which the tender will be treated cancelled. The earnest money will be returned to unsuccessful tenders on application after issuing of work order to the successful bidder. In case of successful tender the EMD will be returned on application after an equal amount of security deposit is deducted by the University from the running bills. EMD is not exempted in any case.
5	Time of completion	:-	30days
6	Date of submission of Application		On25/03/2025from 11 am to 4 pm (Must contain above mentioned. Documents. The application duly signed by Engineer CU should be enclosed with tender documents.
7	Eligibility Criteria and Documents to be submitted along with Application.	:-	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 years in Government /Government Undertaking or University of Calcutta. Original documents may be asked for verification of technical checking on the date of tender opening. Failing to produce original documents, the tender will be rejected.
8	Last date of issue of tender papers	:	BE DOWNLOADED FROM WEBSITE. (www. caluniv.ac.in)
9	Date and Time of tender Submission	:-	Dully filled and signed tender/quotation to be submitted 03/04/2025(up to 2.00 PM) in to the Tender Box kept in the Office of the University Engineer pm (Must contain above mentioned. Documents. The application duly signed by Engineer CU should be enclosed with tender documents
10	Date and Time of Tender Opening	:-	At or 03/04/2025 the Office of the University Engineer. Intending bidders are requested to be present at the time of opening tenders/quotations..

N.B:

(i) N.I.T /NIQ no ,Name of work, name of the bidder and the date of opening tender/quotation should be written on the sealed envelope, failing which the tender/quotation will not be opened and thus cancelled.

(ii)The undersigned reserves the right to reject any or all Tenders/quotations without assigning any reason what so ever.

(iii) All further communication such as issue of tender papers , processing of bills etc in connection to this tender will be done by University Engineer .

UNIVERSITY ENGINEER (C.U)



UNIVERSITY OF CALCUTTA

Name of the work:- **Urgent repairing of steel Almirah and wooden chairs with Supplying of new Steel Almirahs at different locations College street Campus University of Calcutta**

N. I.Q. no- Eng /CQ- 452 /24-25 Dated:20/03/2025

Name of Agency:-

Address of Agency:-

Amount quoted by the Agency in word and figure:-

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Signature of the Agency with date & stamp:-



1. Eligible Tenders will have to download the tender papers from the website & drop the filled tender papers signed with seal and date at every page along with copy of Valid Trade license's, GST & PAN and Credential for satisfactory completion of similar nature of job amounting to at least seventy five percent of the job value in a single tender from any Government, Govt. undertaking or University of Calcutta in the last three financial year in sealed envelope in the Tender box kept in the Office of the undersigned with in the specified time mentioned in the NIT which will be opened by the undersigned or by his representative with in **the specified time and date mentioned in the NIT** The tendered must write the name of the work , NIT no , the date of opening and name of the bidder on the envelop failing which the tender will not be opened thus will be treated as cancelled.

2. The rate should be quoted after inspection of the site and inclusive of all incidental charges i.e. freight, insurances, labour insurances, handling charges, necessary government taxes, duties etc as well as the Water, Electricity charges which are to be paid as per rules .

3. The contractor shall be responsible to ensure compliance with the provision of minimum wages act 1948 as modified up to date and the rules made in respect of any employees, employed by the contractor directly or through the petty or subcontractor for the purpose of carrying this contract. The contractor shall be responsible for any damage, injury or loss caused by the work or workmen to any person, animal or material during the progress of work.

4. Liquidated damage will be charged to the contractor if they fail to complete the work within the stipulated time, 0.01% per day to a maximum limit of 10 % of the contract value .

5. The allotted time for completion of the work as specified in the NIT 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 Gurrantee 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**. Which will be released after a period of six months from the date of completion of the work on application. **No S.D will be deducted if single bill is raised after completion of the work.**

7. A sum of 2% of the quoted amount in the form of CTS demand draft in favour of University of Calcutta payable at Kolkata is to be attached with the Tender as earnest money failing which the tender will be treated cancelled. The earnest money will be returned to unsuccessful tenders on application after issuing of work order to the successful bidder. In case of successful tender the EMD will be returned on application after an equal amount of security deposit is deducted by the University from the running bills. EMD is not exempted in any case. The earnest money will be returned to unsuccessful tenderers on application after issue of work order to the successful bidder for successful tenderer the EMD will be returned on application after an equal amount of security deposit is deducted from the running bills.

Amount:-Rs

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

Name of Issuing Bank:--

Branch :-

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/ Sub-Assistant Engineer. The estimate given along with the tender are provisional payment will be made on the actual work done jointly measured by the Engineer

or his representative (Sub-Assistant- Engineer) & the contractor or his representative. The contractor will have to submit bill in printed format in duplicate.



14. The contractor will have to take necessary instruction from the Engineer CU/ Sub-Assistant Engineer regarding the execution of work.

15. Defect & liability Period:-The defect & liability period will be for a period of six months from the date of completion of the job. Any defects pointed out during this period has to be mend good by the agency at their own cost failing which the retention money will be forfeited.For AMC work the DLP period is restricted only upto the completion of work.

Sd/-

University Engineer

Name of the Agency:

Address :-

Signature of the Agency with date & stamp:-



SCHEDULE OF ITEMS WITH APPROX QUANTITIES

N. I.T. no Eng /CQ- 452 /24-25 Dated:20/03/2025

SCHEDULE OF ITEMS WITH APPROX QUANTITIES

For

Urgent Supplying of new Steel Almirah and repairing of Wooden and steel Almirah with installation of Collapsible gates & MS gates ,etc at different locations College street Campus and Economics Campus University of Calcutta

SI No	Description of Item	Unit	Quantity	Rate	Amount
1	Supplying of Steel Almirah with locker of Size: 1.1850 (H) X 800 (W) X 450 (D) mm with a tolerance of (+/- 100mm) 2. Leg Size of Almirah: 150 (H) X 120 (W) X 450 (D) mm 3. Rack with 5 Compartments of 4 no. of shelves. Distance between each shelf will be 360 mm. These 4 shelves should be hanging arrangement (adjustable). 4. Standard lock and 2 sets of keys. 5. The thickness of the Almirah sheet shall be 18 SWG. 6. The body of the Almirah shall be manufactured from cold rolled MS sheet (C. R. Sheet) with Antirust treatment and shall be finished with powder coating (color: Prince Gray). 7. The quality of used M.S sheet for making Almirah shall be free from any pitting and corrosion etc. 8. H/D Rubber bushes shall be provided to the bottom of legs of Almirah. Brand:- Godrej or Equivalent To be supplied at:- Audit and Accounts Department 87/1 Collegestreet Campus (Agency Must Visit the site Before Quoting)	Each	2		
2	Repairing and painting of old damaged steel Almirah complete at UCAC office complete in all respect (Agency Must Visit the site Before Quoting no extra payment will be made)	Each	1		

3	Repairing grinding and polishing of the old damaged wooden chairs with or with out arm with ply seat and back(padded) covered with rexine complete in all respect	Each	10		
	TOTAL				
	CGST @				
	SGST@				
	Total Cost including all taxes				

Name Of The Agency:

Address Of The Agency:

Amount quoted by the Agency in word and figure:
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Signature of Agency with date and Seal