

Introduction

Jharkhand Raksha Shakti University has been established by Govt. of Jharkhand on 3rd October 2016 vide Jharkhand Raksha Shakti University Act- 2016 and is recognized by the University Grants Commission, New Delhi.

Jharkhand Raksha Shakti University is first of its kind in Jharkhand and third in the country for conducting certificate, diploma, degree and post graduate courses in the field of security.

Section 1 – Tender Details

Sl. No.	Heading	Description
1.1	Tender Enquiry Number	JRSU/2023/Dress/001
1.2	Date	14/06/2023
1.3	Brief Description of Tender	Supply of Dress Materials
1.4	Quantity	As listed in Annexure 2
1.5	Bid System	Two Bid System
1.6	Part 1 Bid	Technical Bid
1.7	Part 2 Bid	Financial Bid
1.8	Form of Contract	Supply
1.9	EMD (Indian Rupees)	Rs 20,000/- (Rupees Twenty Thousand Only) payable at Ranchi through Demand Draft in the name of “Jharkhand Raksha Shakti University- Main Account”
1.10	Bid Validity	30 days from the date of opening of the Technical Bid.
1.11	Place of Issue of Tender Enquiry Document	Jharkhand Raksha Shakti University, Meurs Road, SKIPA Premises, Ranchi- 834008
1.12	Date from which the Tender Enquiry Document can be downloaded / issued	15 th June 2023 onwards on all working between 10:00 Hours to 17:00 Hours
1.13	Place of submission of Tender Enquiry Document (Bid)	Jharkhand Raksha Shakti University, Meurs Road, SKIPA Premises, Ranchi- 834008
1.14	Tender Enquiry Document (Bid) submission end date and Time of submission	On or before 1700 Hrs. on 28 th June 2023.
1.15	Tender (Bid) Opening Place	Jharkhand Raksha Shakti University, Meurs Road, SKIPA Premises, Ranchi- 834008
1.16	Tender (Bid) Opening Date	01 st July 2023 at 1100 Hrs.

Section 2 - Invitation for Bid

2.1 Preparation and Submission of Bids

2.1.1 The Tenderer should carefully study the requirement and prepare the bid complying with the provisions of the tender document.

2.1.2 The Tender document should be submitted in a sealed cover containing Cover-1 and Cover-2 separately and super scribed as Tender for supply of Dress Material to Jharkhand Raksha Shakti University, Meurs Road, SKIPA Premises, Ranchi- 834008.

2.1.3 The Tenderer shall clearly write on Cover-1 as Technical Bid- For supply of Dress Material to Jharkhand Raksha Shakti University, Ranchi and on Cover-2 as Financial Bid- For supply of Dress Material to Jharkhand Raksha Shakti University, Ranchi and each addressed to The Registrar, Jharkhand Raksha Shakti University, Meurs Road, SKIPA Premises, Ranchi- 834008. The tenderer should also indicate Name and address on all the tenders.

2.2 Definitions

Tenderer Refers to Person (Proprietor) or the Agency or the Firm or the (or) Bidder Company who bids

JRSU Refers to Jharkhand Raksha Shakti University, Ranchi

Purchaser Refers to Jharkhand Raksha Shakti University, Ranchi

Supplier Refers to the successful tenderer who received the Purchase Order from JRSU for supply of Dress Materials

2.3 Validity of Bid

2.3.1 The bid shall be valid for a period of 30 days from the date of opening of the Technical Bid.

2.4 Cost of Bidding

2.4.1 The bidder shall bear all the cost associated with the preparation and submission of its Bid and the purchaser shall not be held responsible or liable for those costs incurred regardless of the conduct or out of the bidding process.

2.5 Amendments to Tender Document

2.5.1 At any time prior to the deadline for submission of bids, JRSU may, for any justified reasons, whether on its own initiative or in response to the clarification sought by a prospective Bidder may modify the bid document by issuing necessary corrigendum.

2.5.2 All prospective Bidders who have downloaded/issued the tender document are requested to visit JRSU website for any amendments / modifications and make note of the same, which will be binding on them.

2.6 Bid Opening Process

2.6.1 The Technical Bid will be opened in the first instance in the presence of Purchase Committee, representative of the bidders at the opening place specified in Section-1 of the Tender Document.

2.6.2 Financial bids of only those bidders, who bids are found technically qualified, will be opened in the presence of the Purchase Committee, representative of bidders at the opening place specified in Section-1 of the Tender Document at a later date on completion of Technical evaluation of Bids. The date and time of the Financial Bid opening shall be intimated to the technically qualified bidders only.

2.7 Confidentiality

2.7.1 Any attempt by the Bidders to influence the Purchaser in the evaluation of the Bids may result in the rejection of the Bid of such bidder.

2.7.2 Notwithstanding, from the time of Bid opening to the time of placing of the Order, if any bidder wishes to contract the Purchaser on any matter related to the bidding process, it shall do so in writing.

2.8 Technical Bid:

2.8.1. The Tenderers shall submit the Technical Bid as per the format place at **Annexure-1** to this Tender Document.

2.9 Financial Bid

2.9.1 The Price in respect of Dress Materials listed in **Annexure-2** to this Tender Document must be submitted as per the format indicating the price in Indian Rupees. The discount offered must be indicated against each Dress materials.

2.9.2 If the price is not quoted in the Financial Bid Form provided in the Tender Document, JRSU will reject such bids.

2.10 Evaluation of Bids

2.10.1 Item wise evaluation of bids will be done and the lowest price quoted by the bidders for a particular article shall be considered.

2.10.2 In case the lowest price quoted for a particular article is same in case of more than one supplier, the order will be split between the lowest quoted suppliers.

2.11 Cancellation of Tender

2.11.1 Notwithstanding anything specified in this tender document, Purchaser/JRSU at sole discretion, un-conditionally and without assigning any reasons, reserves the rights –

- i) To accept or reject lowest tender or any other tender or all the tenders
- ii) To accept any tender in full or in part
- iii) To reject tender offer not confirming to the tender terms

2.11.2 Bids which deviates from the vital conditions of the tender shall be rejected

- i) Receipts bids in open condition
- ii) Receipt of bids after due date and time and or by email / fax (unless specified otherwise)
- iii) Non-submission of complete offers as mentioned in the tender document
- iv) Conditional Tenders and unsigned Tenders will also be rejected.

Section-3: Technical Eligibility Criteria, Earnest Money Deposit and Security Deposit

3.1 Technical Eligibility Criteria

3.1.1 The bidder must fulfil the following in order to be eligible for participation in the Tender.

a) The bidder should have a minimum annual turnover of Rs.20-00 lakhs in each during the last three financial years. Documentary proof for the same should be

submitted viz., Audited Annual Accounts duly certified by a Chartered Accountant / Income Tax Returns etc.

b) The Bidder should be in the Business of Supply and distribution of Dress Materials for period of not less than Three (3) years. Documentary proof for the same should be submitted viz., copy of the Certificate of Incorporation / copy of the Partnership Deed / Copies of the Purchase Orders for the last three years and Income Tax Returns since Financial Year for last three years.

c) The bidder should have experience in supply of Dress Materials for orders valuing not less than Rs.10-00 lakhs during each of the last three financial years. Documentary proof in support of the same should be submitted viz., Copies of the Purchase Orders for the last three years with orders value not less than Rs.10-00 lakhs.

d) The tenderers should enclose copies of the following documents or otherwise the bid shall be summarily rejected.

- i) Certificate of Registration / Incorporation
- ii) Permanent Account Number issued by the Income Tax Authorities
- iii) Certificate of Registration with GST Authorities
- iv) Audited Balance Sheet for the last three Financial
- v) Purchase order executed in respect of supply of Dress materials/Uniforms.

3.2 Earnest Money Deposit (EMD)

3.2.1 The bidder should deposit Earnest Money Deposit (EMD) amounting to Rs.20,000-00 (Rupees Twenty Thousand only) in the form of Demand Draft drawn on any Nationalized/Scheduled Bank payable in favor of **Jharkhand Raksha Shakti University- Main Account** payable at Ranchi. The Demand Draft should be enclosed to the Technical Bid of the Tender Document submitted and should not be sent separately. The Bid without EMD shall be rejected and no correspondence will be entertained in this regard.

3.3 Refund of Earnest Money Deposit (EMD)

3.3.1 The Earnest Money Deposit (EMD) of the unsuccessful tenderers will be refunded without any interest on placement of Purchase Order (s) on the successful tenderers.

3.4 EMD of the tenderers will be forfeited if -

- a) The tenderer is not willing to abide by the terms and conditions after submission of the tender
- b) The tenderer does not honor the supplies required by JRSU
- c) Withdraws the tender enquiry before receipt of the final acceptance

3.5 Security Deposit

3.5.1 The EMD of successful bidders will be converted as Security Deposit to the extent of 10% of the Purchase Order Value and shortfall if any shall be paid by the Successful bidders.

3.5.2 The Security Deposit shall be returned to the successful bidders within 30 days from the date of complete execution of the Purchase Order in all respects

Section-4: Terms and Conditions

4.1. Time Period for Execution of Order.

Suppliers are advised to supply the readymade items within 10 days. Remaining items need to be supplied within 20 days of from the last date of having taken the measurements. The Bidder shall complete the work as specified in the tender documents and shall handover the total items as specified in the tender documents. Dates for measurement of the students for uniform would be intimated at least one week in advance.

4.2 Payment Terms.

4.2.1 The Supplier has to submit their bill along with acquaintance rolls duly signed by students and counter signed by the institute representative/s, only after the successful completion of complete work as per tender documents.

4.2.2 Payment shall be made to the supplier by JRSU after the completed bill along with all the supporting documents mentioned herein:

- (i) Tax Invoice clearly mentioning the details of the bill viz item, quantity unit rate and total cost. The GST and any other tax component applicable would be mentioned as separate line item.
- (ii) Delivery challan copy, disbursement list duly signed by the student and JRSU designated representative
- (iii) TDS at the rates applicable shall be deducted U/S.194(c) of Income Tax Act 1961 on the whole amount.

4.2.3 All costs, charges and expenses, if any, in connection with the contract as well as preparations and completions of Agreement formalities shall be borne and payable by the Supplier only.

4.2.4 The Supplier shall pay all taxes which he may be liable to pay to the State or Central Government or any other statutory authority under the law for the time being in force in respect of or in accordance with the execution of the contract.

4.3 Penalty

4.4.1 In case of delay of supply of Dress Materials by the supplier beyond the time period stipulated in the Purchase Order, the Purchase shall deduct an amount equivalent to 2% of the price of the delayed Dress Materials for each week of delay or part thereof until the actual delivery of the Dress Materials subject to a maximum of 10%.

4.4 Settlement of Disputes.

4.2.1 The Supplier shall make request in writing to the Registrar, Jharkhand Raksha Shakti University, Ranchi for settlement of any dispute within 30 (thirty) days of arising of the cause of dispute, failing which no disputes/claims shall be entertained by the Jharkhand Raksha Shakti University, Ranchi.

4.2.2 In case of a dispute arising between the supplier and purchaser relating to the execution of the Purchase Order, the decision of the Vice Chancellor, JRSU shall be binding on both the supplier and purchaser.

Annexure 1 (Technical Bid)

**Technical Bid for Supply of Books
(Tender No. JRSU/2023/Dress/001 Dated 14th June 2023)**

1 Name of the Tenderer : _____
2 Status : _____
(Proprietary/Partnership Society / Company) : **Indicate whether documentary proof enclosed**
Yes / No

3 Address of the Registered Office :

Phone / Mobile No : _____
Email : _____
Fax : _____

4 Address of the Local Office: _____
(If any) _____

Phone / Mobile No : _____
Email : _____
Fax : _____

5 Permanent Account Number: _____

Issued by the Income Tax Authorities **Indicate whether documentary proof enclosed**
Yes / No (Enclose documentary proof)

6 GSTIN / UIN : _____
(Enclose documentary proof) **Indicate whether documentary proof enclosed**
Yes / No

7 Turnover of Tenderer for the

Last Three Financial Years:	Year	Turnover
	_____	Rs. _____
	_____	Rs. _____
	_____	Rs. _____

(Attach Audited Balance Sheet)

8 Income Tax Returns for the

Last Three Financial Years: _____

Indicate whether documentary

Proof enclosed

: Yes / No

(Enclose Documentary Proof)

9 Purchase Orders Executed: _____

In respect of Dress supplied

Indicate whether documentary

Proof

: Yes / No

Signature of the Tenderer with Seal

Place: _____

Date: _____



Annexure 2 (Financial Bid)

Technical Bid for Supply of Books (Tender No. JRSU/2023/Dress/001, Dated 14th June 2023)

Sl. NO.	Details of Dress Materials	Quantity	Rate Per Item (Rs)	Discount	Total Price after Discount (INR)	Remarks
01	Shirt (Light Peach)	36 *2				
02	Trouser (Black)	36 *2				
03	T- Shirt - Western Force White	36 *2				
04	Trouser - Western Jail White	36 *2				
05	Shoes – DMS Boot	36				
06	Beret Cap – Western Force	36				
07	Belt (Adjuster)	36				
08	Sports Shoes – Sega Black	36 *2				
09	Socks (Black) – Thick	36 *2				
10	Socks (White) – Thick	36				
11	Track Suit – Fenta Blue	36				
12	Blazer (Black)	36				
13	Half Sweater (Black)	36				
14	Half Sweater (Black)	36				
15	Lower (Super poly)	36				
TOTAL						

Total Amount in Rupees

(_____)

Signature of the Tenderer with Seal

Place: _____

Date: _____