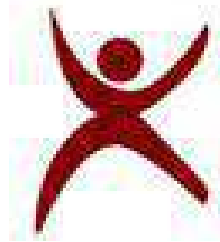


**SHORT TENDER**  
**NOTICE INVITING TENDER**  
**Through**  
**E-Procurement**  
**FOR**  
**REPAIRING OF CLASSROOM CHAIRS AT ACADEMIC BLOCK**  
**AB-3 “ON AS IS WHERE IS BASIS” AT RGUKT-NUZVID**  
**CAMPUS, ELURU DISTRICT**

Proprietary & Confidential



**RAJIV GANDHI UNIVERSITY OF KNOWLEDGE TECHNOLOGIES**  
**NUZVID INSTITUTE**  
**Mylavaram Road, Nuzvid-521202, ELURU Dist., A.P**  
**Phone No: 83339 81193**

**Proprietary&Confidential**

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## **TenderNotice**



**RAJIV GANDHI UNIVERSITY OF KNOWLEDGE TECHNOLOGIES**  
**Nuzvid, ELURU District, ANDHRA PRADESH- 521 202**

**NIT.: Engg-11/2026-27/2<sup>nd</sup> call**

**dt.: 01.09.2026**

### **TenderNotice**

Online tenders are hereby invited from reputed firms/Dealer/suppliers/manufacture for the following work in the premises of RGUKT, Nuzvid campus

**REPAIRING OF CLASSROOM CHAIRS AT ACADEMIC BLOCK AB-3 ON “AS IS WHERE IS BASIS” AT RGUKT-NUZVID CAMPUS, ELURU DISTRICT (2<sup>nd</sup> call)**

Interested bidders can download and submit the bids online from 01.09.2026 to 07.09.2026 up to 05:00PM through <https://tender.apecurement.gov.in> (AP Portal). For further details please visit our website: [www.rguktn.ac.in](http://www.rguktn.ac.in) or <https://tender.apecurement.gov.in> (Andhra Pradesh Portal)

**Sd/-**

**Administrative Officer**

### **Time Schedule of various Tender related events**

**(REPAIRING OF CLASSROOM CHAIRS AT ACADEMIC BLOCK AB-3 "ON AS IS WHERE IS BASIS" AT RGUKT-NUZVID CAMPUS, ELURU DISTRICT (2<sup>nd</sup> call))**

|                                                                       |                                                                                                                                           |
|-----------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Bid calling date</b>                                               | <b>01.09.2026</b>                                                                                                                         |
| <b>Bid document downloading start date</b>                            | <b>01.09.2026 at 09.00AM</b>                                                                                                              |
| <b>Bid document download last date</b>                                | <b>07.09.2026 at 05.00PM</b>                                                                                                              |
| <b>Last date &amp; time for uploading of documents online</b>         | <b>08.09.2026 at 05.00PM</b>                                                                                                              |
| <b>Last date &amp; time for submission of documents (hard copies)</b> | <b>08.09.2026 at 05.00PM</b>                                                                                                              |
| <b>Technical bid opening date &amp; time</b>                          | <b>10.09.2026 at 03.00PM</b>                                                                                                              |
| <b>Price Bid opening date &amp; time</b>                              | <b>10.09.2026 at 03.30PM</b>                                                                                                              |
| <b>Bid Document Fee</b>                                               | <b>Rs. 750/- by way of DD form (Non-Refundable) from any Nationalized bank in favor of The Director RGU IIT, Nuzvid payable at Nuzvid</b> |
| <b>Contact person</b>                                                 | <b>Administrative Officer, RGUKT, Nuzvid</b>                                                                                              |
| <b>Reference No:</b>                                                  | <b>Engg-11/2026-27/2<sup>nd</sup> call</b>                                                                                                |

Note: If the date mentioned above happens to be holiday, the process will be correspondingly postponed to next working day at the same time.

#### **CLARIFICATIONS:**

- i. Queries if any can be made through e-mail only on [ao@rguktn.ac.in](mailto:ao@rguktn.ac.in) and [ie@rguktn.ac.in](mailto:ie@rguktn.ac.in) or before 04.09.2026. Queries received via any mode other than e-mail id mentioned above will not be entertained. The queries should only be sent in following format on the official letter head of the company.

| <b>S. No</b> | <b>Page No.<br/>(Tender Ref.)</b> | <b>Clause<br/>(Tender Ref.)</b> | <b>Description<br/>(Tender Ref.)</b> | <b>Query</b> |
|--------------|-----------------------------------|---------------------------------|--------------------------------------|--------------|
|              |                                   |                                 |                                      |              |

- ii. The addendum/corrigendum if any shall be published on RGUKT-Nuzvid website i.e. [www.rguktn.ac.in](http://www.rguktn.ac.in) as well as on e-procurement platform <https://tender.apeprocurement.gov.in>.

- iii. The Bidders are requested to submit the bids after issue of clarifications duly considering the changes made if any. Bidders are totally responsible for incorporating/complying the changes/ amendments issued if any during tender schedule period.
- iv. If any modifications/amendments/corrigendum related to tender, the bidders are requested to check the E-procurement website as well as RGUKT-Nuzvid website thoroughly. No other mode of notice will be given.
- v. **After uploading the documents, the copies of the uploaded technical bid documents along with original Demand Drafts in respect of Bid Security and Bid document fee have to be submitted. Physical submission of price bids will not be entertained.**

**Sd/-  
Administrative Officer**

**Note:** The dates stipulated above are firm and under no circumstances they will be relaxed unless extended by an official notification or happen to be Public Holidays. For the assistance in the online submission issues, the bidder may contact the help desk of M/s.VUPADHI (<https://tender.apecurement.gov.in> ) at their e-mail address: contact@vupadhi.com, Phone: +91 8645-246370 / 71 / 72 / 73 / 74.

For any clarification and further details on the above tender please contact:  
**83339 81193**

## **INVITATIONFOR BIDS**

**Ref. No: Engg-11/2026-27/2<sup>nd</sup> call**

**Sub.: REPAIRING OF CLASSROOM CHAIRS AT ACADEMIC BLOCK AB-3 “ON AS IS WHERE IS BASIS” AT RGUKT-NUZVID CAMPUS, ELURU DISTRICT (2<sup>nd</sup> call)**

Bids are invited on the e-procurement platform from the eligible firms/suppliers/manufactures/dealers for **REPAIRING OF CLASSROOM CHAIRS AT ACADEMIC BLOCK AB-3 “ON AS IS WHERE IS BASIS” AT RGUKT-NUZVID CAMPUS, ELURU DISTRICT (2<sup>nd</sup> call)** The details of bidding conditions and other terms can be downloaded from the electronic procurement platform of Government of Andhra Pradesh i.e. <https://tender.apecurement.gov.in>.

- 1) Bidders would be required to register on the e-Procurement market place “<https://tender.apecurement.gov.in>” and submit their bids online. On registration with the e-Procurement market place they will be provided with a user id and password by the system through which they can submit their bids online.
- 2) The bidders need to scan and upload the required documents as per the Check list given. Such uploaded documents pertaining to technical bid need to be attached to the tender while submitting the bids online. The attested copies of all these uploaded documents of technical bid, signed undertaking of tenderer should be submitted offline to Administrative officer, RGUKT, Nuzvid. The RGUKT, Nuzvid will consider only the bids submitted through on-line copies of the paper based bids.
- 3) The participating bidder/s will have to pay tender processing fee (non-refundable) for the amounts specified in the Schedule of Requirements, in the form of Demand Draft drawn from any Nationalized Bank, in favor of Director, RGU IIIT, Nuzvid, payable at Nuzvid.
- 4) Further the bidder/s shall furnish, as part of bid, the Bid security for the amounts specified in the Tender Document to be paid in the form of DD by any nationalized bank in the crossed Demand Draft drawn in favor of Director, RGU IIIT, Nuzvid along with bids.
- 5) Further all the participating bidders have to electronically pay a nonrefundable transaction fee to M/s. APTS, the service provider through "Payment Gateway Service on E-Procurement platform", as per the Government Orders placed on the e-procurement website.
- 6) RGUKT will not accept the tenders from blacklisted firms or undependable Suppliers/persons whose past performance with RGUKT-Nuzvid was found poor due to delayed and/or erratic firms/persons/suppliers and those with frequent product failures, and also against whom there have been adverse reports of Sub Standard Quality / Poor Service in work, as defined in the other parts of the Bidding document.
- 7) Note: For any clarification and further details of the above tender please contact Telephone no. 83339 81193.

## STATEMENT OF IMPORTANT LIMITS/VALUES RELATED TO BID

|                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Name of the Work                                            | <b>REPAIRING OF CLASSROOM CHAIRS AT ACADEMIC BLOCK AB-3 ON “AS IS WHERE IS BASIS” AT RGUKT-NUZVID CAMPUS ELURU DISTRICT (2<sup>nd</sup> call)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| EMD                                                         | Rs. 7500/- (by way of Demand draft in favour of The Director, RGU IIIT-Nuzvid from any nationalized bank any nationalized bank. DD from other than nationalized banks will not be accepted)                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Bid Validity Period                                         | 180 days from the date of opening of financial bid                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| EMD validity period                                         | 180 days from the date of opening of financial bid                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Completion Period                                           | 7 days from the date of issue of Purchase order/agreement                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Period for issue of purchase order to the successful bidder | Within 7 days from date of acceptance of tender                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Payment Terms</b>                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Payment of Bill                                             | 90% of payment shall be made after receipt of material and accessories in good condition to RGUKT-Nuzvid stores.<br>Balance 10% of payment shall be made after completion 30 days from delivery of material & replacement of damaged material and issue of satisfactory certificate from Engineer-in-charge                                                                                                                                                                                                                                                                                                                                |
| Placing work orders                                         | RGUKT, Nuzvid will place order on identified successful bidder. All the payments shall be made directly by RGUKT, Nuzvid to the successful bidder as per the tender terms and conditions. If decided RGUKT, Nuzvid can split the order basing on the quoted price and service track record. The decision of RGUKT, Nuzvid is final in this regard.                                                                                                                                                                                                                                                                                         |
| Transaction fee                                             | All the participating bidders who submit the bids have to pay an amount @ 0.03% of their final bid value online with a cap of Rs. 10,000/- for quoted value of purchase up to Rs.50 crores and Rs.25000/- if the purchase value is above Rs.50 crores & service tax applicable @ 15.00% as levied by Govt. of India on transaction fee through online in favor of MD, APTS. The amount payable to APTS is non refundable. <b>Corpus Fund:</b> Successful bidder has to pay an amount of 0.04% on quoted value through demand draft in favor of Managing Director, APTS, Hyderabad towards corpus fund at the time of concluding agreement. |
| Transaction fee payable to                                  | The Managing Director, A.P. Technology Services Ltd., Hyderabad                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Bid submission                                              | Online                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |

Bids shall be submit online on

|                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Procedure for bid submission | <p><a href="https://tender.apecurement.gov.in">https://tender.apecurement.gov.in</a> platform</p> <ol style="list-style-type: none"> <li>1. The participating bidders in the tender should register themselves free of cost on e-procurement platform in the website <a href="https://tender.apecurement.gov.in">https://tender.apecurement.gov.in</a></li> <li>2. Bidders can log-in to e-procurement platform in secure mode only by signing with the Digital certificates.</li> <li>3. The bidders who are desirous of participating in e-procurement shall submit their technical bids, price bids as per the standard formats available at the e-market place.</li> <li>4. The bidders should scan and upload the respective documents in Pre-Qualification and Technical bid documentation including EMD. The bidders shall sign on all the statements, Documents certificates uploaded by them, owning responsibility for their correctness/authenticity.</li> <li>5. The hard copies of all the uploaded Technical documents to be attested by a Gazetted Officer or properly notarized or self attested.</li> <li>6. The rates should be quoted in online only</li> <li>7. The hard copies of Technical and Financial bid documents shall be sealed in separate covers and covers should be marked and the same covers shall be sealed in one master cover before submitted to RGUKT, Nuzvid.</li> </ol> |
| Other Conditions             | <ol style="list-style-type: none"> <li>1. After uploading the documents, the copies of the uploaded technical bid documents, original Demand Drafts in respect of Bid Security and Bid document fee are to be submitted by the bidder to the "The Administrative Officer, RGUKT-Nuzvid, Mylavaram road, Nuzvid"</li> <li>2. Failure to furnish any of the uploaded documents, certificates, will entitled in rejection of the bid.</li> <li>3. The RGUKT- Nuzvid shall not hold any risk on account of postal delay. Similarly, if any of the certificates, documents, etc., furnished by the Bidder are found to be false / fabricated / bogus, the bidder will be disqualified, blacklisted, action will be initiated as deemed fit and the Bid Security will be forfeited. RGUKT will not hold any risk and responsibility regulating non-visibility of the scanned and uploaded</li> <li>4. The Documents that are uploaded online on e-</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

|                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                      | <p>market place will only be considered for Bid Evaluation.</p> <p>5. Important Notice to Contractors, Suppliers and Department users (i) In the endeavor to bring total automation of processes in e-Procurement, the Govt. has issued orders vide G.O.Ms.No. 13 dated. 05.07.2006 permitting integration of electronic Payment Gateway of ICICI/HDFC/Axis Banks with e-Procurement platform, which provides a facility to participating suppliers / contractors to electronically pay the transaction fee online using their credit cards.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Evaluation Procedure | <p>The Tenders will be opened on [REDACTED] by the AO, RGUKT, Nuzvid or his authorized representative.</p> <p>2. The Technical bids will be opened first on [REDACTED]. The tenders will be evaluated so as to ascertain the capability of the bidders to execute work and also to assess whether the bidder satisfies the eligibility criteria as detailed in the above clauses.</p> <p>3. The rejection of the bidder on technical grounds will be based on the failure to meet eligibility requirements.</p> <p>4. Price bid of only those bidders, who have fulfilled the eligibility criteria specified in above clauses, will be considered and who does not fulfill the eligibility criteria will not be considered and their tender stands rejected.</p> <p>5. Any claims or disputes raised by the unsuccessful bidders in respect of selection process and non-allotment of award will have no legal validity and will not be enforceable against the RGUKT-Nuzvid. No further correspondence will be entertained regarding the disqualification.</p> <p>6. RGUKT- Nuzvid reserves the right to accept or reject any / or all the tenders without assigning any reasons whatsoever. RGUKT- Nuzvid also reserves the right to cancel the selection process for award of the contract at any time. The decision of the RGUKT- Nuzvid is final and binding.</p> |

## **TENDER SCHEDULE**

### **1. PREMEABLE**

The Administrative officer, Rajiv Gandhi University of Knowledge Technologies (RGUKT), Nuzvid invites online tenders for the work **“REPAIRING OF CLASSROOM CHAIRS AT ACADEMIC BLOCK AB-3 “ON AS IS WHERE IS BASIS” AT RGUKT-NUZVID CAMPUS, ELURU DISTRICT (2<sup>nd</sup> call)”**.

### **2. SCOPE OF THE WORK**

The Tender for **“REPAIRING OF CLASSROOM CHAIRS AT ACADEMIC BLOCK AB-3 “ON AS IS WHERE IS BASIS” AT RGUKT-NUZVID CAMPUS, ELURU DISTRICT”**.

### **3. ELIGIBILITY CRITERIA**

- 3.1. The bidder must have registration certificate/certificate of incorporation/GST certificate to this context self-attestation copy of registration certificate should submit. eligible firms/suppliers/manufactures/dealers
- 3.2. The participated firms/suppliers/manufactures/delars should have business in manufacture/supply of similar nature of materials (Items related carpentry/Furniture supply/work related to wood work) in any one year during preceding three years i.e. 2023-24 to 2025-26, copy of at least one relevant purchase order of value Rs. 1.25lakh should be submit.
- 3.3. The Technical Bid should accompany a DD/online Rs. 7500/- drawn on any Nationalized Bank in the Name of The Director RGU IIIT, Nuzvid payable at Nuzvid towards Earnest Money Deposit (EMD). Tender received without EMD or lesser amount will be summarily rejected. No exemption will be granted. Submission of the bid without EMD will not be entertained.
- 3.4. Bidder should have PAN and copies to be enclosed
- 3.5. Latest Income tax/GST returns on the same firm
- 3.6. Non-Refundable Processing fee of Rs. 750/- to be paid by way of crossed demand draft drawn in favour of Director, RGU IIIT Nuzvid /Online at prevailing AP GO's.
- 3.7. The bidder should have turnover on the same firm for value of Rs. 1.25lakh during preceding three years i.e. 2023-24 to 2025-26 certified by CA.
- 3.8. Signed Declaration certificate & Bidder information sheet

### **4. INSTRUCTIONSTO BIDDERS**

- 4.1. The staff of the bidders to whom contract is awarded should clearly follow the COVID-19 protocols/Guidelines/Instructions/SOP issued by GOI & GOAP from time to time.
- 4.2. The contracting party whether it be a Proprietor/ Individual, Partnership firm, Company/ Corporation, Society, they shall be, for the purpose of this contract, be known as “the Bidder” and the RGUKT shall be known as “RGUKT-Nuzvid or Administrative Officer RGUKT-Nuzvid or client or Employer”.
- 4.3. Bidder/s shall keep his/ their offer valid for a period of at least 6 months (180 days) from the date of opening of the tender. If any Bidder withdraws or amends impairs or derogates from the tender in any respect with in the period of validity of his offer, the EMD is liable to be forfeited.

- 4.4. RGUKT-Nuzvid may at any time after opening of the tender depute a team of its' officials to the site/Workplace/ office of the Bidder to get the credentials of the information furnished by the Bidder verified by collecting the spot information as to the status, workmanship & quality of the services rendered by them. If any information furnished by the Bidder is found to be incorrect, the tender of such Bidder shall be liable for rejection.
- 4.5. The successful Bidder EMD whose tender is accepted shall be released after complete fulfillment of purchase order and replacement of damage material, if any and issue of no due certificate by the engineer-in-charge. If successful bidder fails to comply with the purchase order, the EMD will be forfeited.
- 4.6. The successful Bidder whose tender is accepted, RGUKT-Nuzvid shall issue purchase order to L-1 bidder.
- 4.7. Before submitting tenders, the instructions may be read carefully regarding submission of tender. If any bidder finds discrepancies or omissions in the tender documents or is in doubt as to the true meaning of any part, he shall clarify same from tender issuing office in writing before the due date of submission of the bid.
- 4.8. The rate negotiations could be held up with L-1 bidder
- 4.9. The work as a whole will be allotted in a single part to the bidder who is overall lowest in the merit order considering all items of work.
- 4.10. The committee nominated by Administrative Officer, RGUKT, Nuzvid shall evaluate all the bids received against NIT on the parameter indicated under heading qualifying requirement. The decision of the committee shall be final.
- 4.11. Issuance of Tender Documents to any party shall not construe that such party is considered to be qualified.
- 4.12. The bidders/contractors shall observe the highest standards of ethics during the submission of tender, procurement and execution of the contract. In case of evidence of cartel formation by the bidder(s) EMD is liable to be forfeited
- 4.13. Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the Tenderers who resort to canvassing will be liable to rejection straight way.
- 4.14. The Administrative Officer, RGUKT-Nuzvid will notify the bidder whose tender has been accepted.
- 4.15. On acceptance of the tenders, the name of the authorized representative(s) of the tenders, who would be responsible for taking instructions from the RGUKT- Nuzvid and shall be communicated to the RGUKT-Nuzvid immediately after the allotment / start of work
- 4.16. The successful bidder shall execute an agreement with RGUKT-Nuzvid on Non-judicial stamp paper worth Rs. 100.00 agreeing to all the conditions of the contract 7 days upon intimation of acceptance of Tender. The successful bidder has to submit performance security guarantee after taking Letter of Intent but before having contract agreement. Failure on enter into an agreement within the stipulated time will result in forfeiture of the EMD.
- 4.17. The Administrative RGUKT, Nuzvid does not bind itself to accept the lowest tender and reserves to itself the right to accept the whole or any part of the tender and the tendered shall be bound to perform the same at the rate quoted in this tender
- 4.18. Any other tax on material or labour in respect of this contract shall be payable by the contractor and RGUKT, Nuzvid will not entertain any such extra claim whatsoever
- 4.19. All the work given in the tender shall be treated as one unit for execution and these shall be awarded to one party alone who would be overall lowest.
- 4.20. In the event of refusal to carry out work by the successful Bidder on any grounds during the contract tenure, the tenderer security deposit shall be forfeited.

- 4.21. The EMD amount will be refunded to the Bidder within 90 days of complete fulfillment of purchase order and replacement of damaged items if any and deduction of any penalties and after issue of satisfactory certificate from the engineer-in-charge.
- 4.22. The contractor shall at his own expenses comply with all labour laws and safety issues and keep the RGUKT- Nuzvid indemnified in respect thereof. Some of the major liabilities under various labors and industrial laws which the contractor shall comply.
- 4.23. Any change / corrigendum/ extension of opening date in respect of this tender shall be issued through websites only and no press notification will be issued in this regard. Bidders are therefore requested to regularly visit our website for updates.
- 4.24. No Price escalation on any account shall be payable and price quoted shall be final till completion of the work under this contract.
- 4.25. The RGUKT-Nuzvid reserves the right to accept or reject any Quotations/Tenders and to cancel the bidding process and reject all Quotations/Tenders at any time prior to the award of contract
- 4.26. Bid should be strictly in conformity with the Terms and Conditions mentioned in the tender schedule.
- 4.27. Bidders are expected to examine all the terms and instructions mentioned in the tender schedule and prepare their proposals accordingly. Failure to provide all requisite information will be at the bidders' own risk and may result in the rejection of the tender.
- 4.28. All assertions made in connection with the tender are to be supported Substantiated by relevant documents. The RGUKT- Nuzvid reserves the right to verify the credentials of the bidder as per the eligibility criteria.
- 4.29. The Administrative Officer, RGUKT, Nuzvid will notify the bidder whose tender has been accepted.
- 4.30. The Administrative Officer, RGUKT, Nuzvid reserves the right to issue instructions / modifications at any point of time before award of contract
- 4.31. The Bidder must obtain for himself on his own responsibility and at his own expenses all the information which may be necessary for the purpose of tendering and for entering into a contract and must inspect the site of work and acquaint himself with all local conditions means of access to the work, nature of work and all matters appertaining thereto.
- 4.32. Immediately, on receipt of intimation from the RGUKT- Nuzvid the acceptance of tender, the successful Bidder will execute the work as per the instructions of Officer in-charge and the written acceptance of the tender will constitute a binding contract between RGUKT-Nuzvid and the Bidder so tendering.
- 4.33. The quoted tender percentage shall include compliance by the Bidder with all the general conditions of contract, whether specifically mentioned or not in the various clauses of these specifications, all material, machinery, equipment, tools, workshop, and provision of proper and sufficient protective works. It shall also include safety of workers, first aid equipment's suitable accommodation for the staff and workmen, the effecting and maintenance of all insurances, the payment of all wages, salaries, fees, royalties/taxes, duties or other charges arising out of the execution of works and the regular clearance on the completion of works safety of the public and protection of the works and adjoining land.
- 4.34. Bidder shall take all safety precautions while working and transportation and the Institute will not be responsible for any injury/loss/accidents/if any sustained within or outside of the institute.
- 4.35. The bidder shall be responsible to see that no accident/mis-happening in whatsoever manner during execution of work.

- 4.36. In the event of refusal to carry out work by the successful Bidder on any grounds, its security deposit shall be forfeited of the Bidder.
- 4.37. If it is observed that due to poor maintenance/unsatisfactory work any part or equipment is found damaged /required to be replaced, the same will have to be attended and replaced by the Bidder at its own cost. In this regard RGUKT- Nuzvid decision will be final.
- 4.38. The Bidder and the RGUKT-Nuzvid shall make every effort to resolve any dispute or disagreement amicably by direct informal negotiations. However, in case of any unresolved issues/disagreements / disputes in connection with the contract, the same shall be settled through Arbitration or through Court of Law within the jurisdiction of Nuzvid, ELURU District only . The resultant contract will be interpreted under Indian laws.
- 4.39. It shall be the responsibility of the Bidder to meet transportation, food, medical and any other requirements in respect of the workers engaged by it (Bidder) at RGUKT Nuzvid and RGUKT- Nuzvid shall have no liabilities in this regard.
- 4.40. The Bidder shall be solely responsible for the redressal of grievances/resolution of disputes relating to workers engaged by them. RGUKT, Nuzvid shall, in no way, be responsible for settlement of such issues whatsoever.
- 4.41. The workers deployed by the Bidder shall not claim nor shall been titled to pay, perks and other facilities admissible to casual, adhoc, regular/ confirmed employees during or after expiry of the contract period.
- 4.42. In case of termination of this contract on its expiry or otherwise, the workers engaged by the Bidder shall not be entitled to and shall have no claim for an absorption nor for any relaxation for absorption in the regular / otherwise capacity in the RGUKT, Nuzvid.
- 4.43. The Bidder shall also be liable for depositing all applicable taxes & cess on account of services rendered by it to RGUKT, Nuzvid to concerned tax collection authorities from time to time as per extant rules and regulations on the matter.
- 4.44. In case, the Bidder fails to comply with any statutory / taxation liability under appropriate law, and as a result thereof the RGUKT, Nuzvid is put to any loss / obligation, monetary or otherwise, RGUKT, Nuzvid shall be entitled to get itself reimbursed out of the outstanding bills or the Performance Security Deposit of the Bidder, to the extent of the loss or obligation in monetary terms.
- 4.45. Ordinarily, the tendered items will be selected based on the lowest rates quoted by the tenderer in the price bid. However, the tender committee reserves the right to select the product even with higher rates depending upon the reported performance/market reputation/efficiency of the item basing on the user reports/feedback given by the end users, ignoring the lowest rates.

## **5. RATES, TAXES AND DUTIES**

- 5.1. The rate should be quoted Inclusive Supply & Delivery, delivery, transportation, diesel, crew, hire charges, packing, forwarding, freight, Insurance, Loading & Unloading and all other incidental charges, if any.
- 5.2. The rates should be quoted both in figures and words in Indian Rupees and legibly written without any over-writings. No over-writing is permissible.
- 5.3. In case of any discrepancy between the rates in figures and that in words, the rate in words will be accepted as correct.
- 5.4. No escalation in respect of materials, labour, duties, freight etc will be allowed in any shape.
- 5.5. The rates should be quoted separately for each item

- 5.6. The bill comprises two copies of supplier's invoice giving full details of the goods including quantity, value etc. RGUKT-Nuzvid GST bill shall be display on the bill.
- 5.7. The RGUKT, Nuzvid shall accept the supply with a variation of (+) or (-) 25% in the quantity mentioned in the supply order.

#### **6. INCOMETAX**

During the course of the contract period, deduction of income tax as in force at source shall be made at the prevailing rate of income tax department issued from time to time of the gross amount of each bill.

#### **7. DELIVERY SCHEDULE**

- 7.1. The successful bidder should complete the job within 30 days at RGUKT-Nuzvid from the receipt of the purchase order/agreement. In case of any damage found, the item(s) should be replaced within 10 days at RGUKT-Nuzvid. The bidder has to make own arrangement for unloading and placing of items at RGUKT-Nuzvid.
- 7.2. After completion of supply & delivery and after replaced of faulty/defect material of items a completion certificate shall be issued to contractor for future processing purpose.

#### **8. PACKING**

- 8.1. The supplier shall provide such packing of the Goods/material as is required to prevent their damage or deterioration during transit to their final destination as indicated in the Contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit.

#### **9. INSURANCE**

- 9.1. The insurance should be done at the cost of supplier(s) as the rate quoted is all inclusive for door delivery at RGUKT-Nuzvid. The materials shall be dispatched securely packed so as to avoid damages/losses during transit.
- 9.2. No Insurance charges will be paid by the RGUKT-Nuzvid.

#### **10. SUPPLIES/TRANSPORTATIONAS PER SPECIFICATIONS**

- 10.1. The decision of The RGUKT-Nuzvid however shall be final so as to the quality of supplies received and binding upon the supplier(s) in case, the supplier(s) supplies any other article than what is ordered such article supplied, not being approved, shall be liable to be rejected.
- 10.2. If the RGUKT-Nuzvid requires any changes in specifications the supplier(s) shall use his best endeavor to comply with The RGUKT-Nuzvid wishes subject to fair fixation of prices and delivery schedule where appropriate.
- 10.3. If at any time during the term of this contract, the RGUKT-Nuzvid may change delivery location for any reasons. The RGUKT-Nuzvid shall have the right to terminate or alter this contract by sending fifteen days notice to the supplier(s)

by registered post/letter. In respect of such of the material as it complete and ready for dispatch within thirty days of such notice, RGUKT-Nuzvid agrees to accept delivery thereof at the contract price and terms

#### **11. CONSEQUENCES OF NON-SUPPLY/DELIVERY AND DAMAGES**

- 11.1. All risks of loss, damage or depreciation to goods shall be upon the bidder(s) until the material is delivered at RGUKT-Nuzvid & accepted by RGUKT-Nuzvid and in accordance with the provisions of the contract. Till the material received at the respective destination indicated by RGUKT-Nuzvid the property continues to be at the risk of the bidder(s). The mere fact that the material is delivered to transporter is no defense to the bidder(s) and the bidder(s) will be squarely held responsible for any delayed receipt of the material to the RGUKT-Nuzvid as indicated or for loss of damage of any kind to the material in transit.
- 11.2. Assuming that the bidder(s) fails to deliver any or all the materials covered by the contract, RGUKT-Nuzvid reserves the right in addition to other legal remedies, to cancel the contract or any portion thereof and hold the bidder(s) liable for all damages sustained by virtue of the bidder(s) failing to perform the contract and consequent cancellation of the contract & SD will be forfeited.
- 11.3. In the event of the bidder(s) failing to complete the supplies in time or according to the approved specifications, RGUKT-Nuzvid reserves the right to make such arrangements as it may think fit for the completion of the supplies on account of and the sole risk of the bidder(s).
- 11.4. In case the goods are not supplied according to specifications, they will be summarily rejected.
- 11.5. All invoices shall be prepared in two copies and shall be signed by the bidder(s) or his/their authorized agent(s).

#### **12. EARNEST MONEY DEPOSIT/SECURITY DEPOSIT**

- 12.1. The tender should accompany with Earnest Money Deposit (EMD) by way of Crossed Demand Draft Obtained from any Nationalized Bank in favor of to the Director, RGU IIT, Nuzvid payable at Nuzvid.
- 12.2. The EMD will be returned to unsuccessful Tenderer after entering of agreement with successful bidder, whereas in the case of successful Tenderers, it will be retained.
- 12.3. The successful tenderer EMD amount shall be released after complete fulfillment of purchase order & replacement of damage items if any and deduction of penalties if any and after issue of satisfactory certificate from engineer-in-charge.
- 12.4. Any pending dues against invoice or any other deposit lying with the RGUKT-Nuzvid will not be adjusted against Earnest Money Deposit Any tender submitted without Earnest Money shall be summarily rejected and no claim shall be entertained on such rejected tenders.

#### **13. LIQUIDITY DAMAGE**

The time allowed for delivery of goods shall be deemed to be the essence of contract. In case the job is not completed within the stipulated period, the RGUKT-Nuzvid reserves the right to recover the liquidated damages a sum equal to 1% of the contract price per week subject to a maximum of

10%. The RGUKT-Nuzvid also reserves the right to cancel the purchase order in case supplies are delayed beyond the scheduled date of delivery and to make such arrangements as he may think fit for the completion of supplies on account and at the risk of the bidder(s). The additional expenses thus incurred together with the consequential losses and also the liquidated damages shall be recovered from the bidder(s) out of his/their security deposit/Earnest Money deposit and any other amount due to him/them. The balance still if any payable by the bidder(s) shall be paid by him/them within 7 days of notice by RGUKT-Nuzvid.

#### **14. RISK AND COST**

In Case the contractor fails to full fill the contractual obligation, the work shall be got done from some other agency at the risk and cost of the contractor, it shall be without prejudice to the right of RGUKT, Nuzvid to recover any further amount of any liquidated and/or other damages.

#### **15. QUALITY OF MATERIALS/SPECIFICATIONS**

The supplied material specifications must meet the respective IS codes & ASTM codes and other relevant standards. The material which are not meeting the IS codes & ASTM codes will be not accepted by RGUKT-Nuzvid.

#### **16. RESPONSIBILITIES OF THE TENDERER/ SERVICE PROVIDER**

- 16.1. The bidder shall carry out all work with utmost care, giving due consideration to safety which shall not be compromised under any circumstance.
- 16.2. The Bidder will give a declaration as per draft letter attached that he has read and understood the above conditions and the same shall remain binding upon him in case the work is entrusted to him.
- 16.3. The Bidder shall not assign the contract. He shall not sublet any portion of the contract. In case of breach of this condition, RGUKT-Nuzvid will serve a notice in writing on the Bidder rescinding the contract where upon the security deposit shall stand forfeited to RGUKT-Nuzvid without prejudice to other remedies against the Bidder

#### **17. STATUTORY LIABILITIES OF THE TENDERER/ BIDDER**

- 17.1. The Bidder shall obtain at their cost all permits, licenses as may be required under various laws/regulations for carrying out their obligations under these presents.
- 17.2. In case of material loss etc., the Bidder will keep the Employer indemnified against all such risks.
- 17.3. Notice of Non-compliance: The RGUKT-Nuzvid shall promptly notify the Tenderer/ bidder upon discovering any instance where the Tenderer/ bidder failed to comply with the provisions as given in above paragraphs. On receipt of such notice, the Tenderer/ Bidder has to reply within 3 days.

#### **18. INDEMNIFICATION BY TENDERER/ BIDDER**

The Tenderer/ Bidder at all times will keep the Employer indemnified against all costs, damages, losses claims etc., which the Employer may have to suffer, undergo or pay as a result of operation/ execution of this service contract in the said premises.

#### **19. PAYMENT TERMS**

- 19.1. 90% of payment shall be made after receipt of material and accessories in good condition at RGUKT-Nuzvid.
- 19.2. Balance 10% of payment shall be made after completion 30 days from delivery of material & replacement of damaged material and issue of satisfactory certificate from Engineer-in-charge
- 19.3. No advance payment will be made in any case.
- 19.4. Bill comprises two copies of supplier's invoice should sent and the payment shall be released generally within 30 days, only after it is ensured that the items / quality of the items supplied are to the entire satisfaction of RGUKT- Nuzvid and completed the entire work within the stipulated delivery schedule. If any item is found defective, or not of the desired quality etc., the same should be replaced by the Tenderer immediately for which no extra payment shall be made.
- 19.5. No part payment/advance payment shall be made. Payment shall be made by on-line through NEFT/RTGS.

## **20. GRANT OF EXTENSION OF TIME**

In the event the contractor is hindered in the execution of supply for reasons beyond his control which could result in non-completion of supply within the completion period, RGUKT-Nuzvid may, at the request of the contractor in writing extend the completion period and the contract period by such period as it is considered reasonable under the circumstances, provided that such request shall be made within 07 days of occurrence of the cause necessitating the extension and/or the expiry of the completion period .In this regard, the decision of RGUKT-Nuzvid, is final and binding on the contractor/agency.

## **21. FORCE MAJEURE**

- 21.1. No liability shall be attached to the Bidder for non operation or execution of his obligation under this contract as a result of Force Majeure of any other factor beyond the control of the Bidder.
- 21.2. No liability shall be attached to the Bidder for any damage due to natural calamities such as earthquake, war, civil, commotion and willful damage.

## **22. TERMINATION**

The contract can be terminated

- 22.1. By either without cause, after giving to the other party at least two week days written thereof
- 22.2. By the Employer, if the bidder fails to fulfill their tasks to the satisfaction of the client. Such failures constitute a breach of the bidder's obligations under contract, which are not remedied within 30 days from the date of giving of written notice requiring such breach to be remedied.

## **23. DISPUTES**

- 23.1. All disputes and differences of any kind whatsoever arising out or in connection with contract, whether during or after completion of contract will be settled amicably in a spirit of co-operation and the Client decision shall be final on all such matters and shall be binding on the Tenderer.

- 23.2. All contractors shall be governed by the laws of India for the time being in force.
- 23.3. Irrespective of the place of delivery, place of performance or place of payment under a contract, the contract shall be deemed to have been made at the place from which the acceptance of tender has been issued

#### **24. BLACKLISTING OF THE FIRMS**

As the WO/PO becomes a valid contract between the RGUKT, Nuzvid and bidder on the date of its issue, no further changes in the terms and conditions thereof are permissible and if any request revived in this regard from the firm should be summarily rejected making it clear to work strictly in accordance with the terms and conditions of the contract. It should be noted that such liability can be enforced by the firm only if the work order does not contain any terms or condition contrary to what had been quoted in the bid. Once this is ensured any attempt by the firm back out of his commitment should be taken as serious and his earnest money deposit be forfeited forthwith. Without prejudice to any legal remedies open to the Institute under the relevant laws. Where necessary, the case of firm illegally backing out the commitment the bidder/firm should be blacklisted and damages, if any may be recovered from the firm.

#### **25. DISCLAIMER**

- 25.1. Even though adequate care has been taken in the preparation of this Tender Schedule the Bidder should satisfy himself that the Schedule is complete in all respects.
- 25.2. RGUKT, Nuzvid nor their employees make any representation or warranty as to the accuracy, reliability or completeness of the information in this Tender Schedule and it is not possible for the RGUKT, Nuzvid to consider the investment objective, financial situation and particular needs of each party who reads or uses the Tenders Schedule. Certain prospective Bidders may have a better knowledge of the scope of work than others. Each prospective Bidder should conduct his own investigations and analysis and check the accuracy, reliability and completeness of the information in the Tender Schedule and obtain independence advice from appropriate sources.
- 25.3. The Administrative officer, RGUKT, Nuzvid reserves the right to reject any or all the bids submitted in response to this request for Proposal at any stage without assigning any reasons whatsoever.
- 25.4. The Administrative officer, RGUKT, Nuzvid reserves the right to change any or all of the provisions of this Request for Proposal. Such changes would be intimated to all parties procuring this Request for Proposal.

## **D E C L A R A T I O N**

From:

Dt.

To,  
The Administrative Officer,  
RGUKT,  
Nuzvid-521 202

Dear Sir,

**Sub.: "REPAIRING OF CLASSROOM CHAIRS AT ACADEMIC BLOCK AB-3 "ON AS IS WHERE IS BASIS" AT RGUKT-NUZVID CAMPUS, ELURU DISTRICT (2<sup>nd</sup> call)".**

With respect to the tender notice published in the above mentioned daily newspaper, I/We here by submit my/ our tender in a required format.

I/We have adhered to the requirements prescribed by RGUKT Nuzvid. I/We have carefully gone through the guidelines/ terms and conditions and prescribed format and I/We accept the same without any alternations/ modifications.

I/ We here by solemnly declare that any of our partners jointly or severally and / or individually or our firm / company/ associate company have not been black listed by the central govt. or any state govt. or it's under taking Institutions.

I / We here by further declare that, if the above declarations is found untrue the RGUKT ,Nuzvid., shall be entitled to take any legal action against us severally and or individually or our firm / company in this regard in any manner that may deem fit by RGUKT, Nuzvid.

I/ We understand and accept that you are not bound to accept the lowest or any tender you may receive.

YOURS SINCERELY

SIGNATURE & STAMP OF THE TENDERER

### **CHECKLIST**

The bidder use may the check list below to ensure that the tender submitted is complete in all respects.

#### **Cover 'A' should contain the following documents**

| S. No | Particulars                         | Yes | No |
|-------|-------------------------------------|-----|----|
| 1     | Signed Declaration Certificate      |     |    |
| 2     | Previous supply order               |     |    |
| 3     | Earnest Money Deposit of Rs. 7500/- |     |    |
| 4     | Copy of GST                         |     |    |
| 5     | Copy of PAN                         |     |    |
| 6     | Tender processing fee of Rs. 750/-  |     |    |
| 7     | Latest IT returns or GST filed      |     |    |
| 8     | Signed Bidder Information sheet     |     |    |

**Note:** All the pages of the Bid Document may be serially numbered and signed.

**Bidder**

**PRICEBID**

Name of the work: **“REPAIRING OF CLASSROOM CHAIRS AT ACADEMIC BLOCK AB-3  
“ON AS IS WHERE IS BASIS” AT RGUKT-NUZVID CAMPUS, ELURU DISTRICT (2<sup>nd</sup>  
call)”**

| S. No | Item                                                                                                                                                                                                                          | Quantity | Rate     | Amount |
|-------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------|--------|
| 1     | Supply of 5-legged pedestal base made of chrome coated steel suitable to existing chair. The base should support heavy loads up to 150kg. Center Hub hold: Universal 2-3inch inner diameter to fit standard gas lift cylinder | 210nos   |          |        |
| 2     | Castors: Supply of 50-60mm twin-wheel nylon or polyurethane wheels for hard floors or carpets for smooth mobility of chair (5wheel set). The load rating designed for 110kg to 150kg total seated weight.                     | 250nos   |          |        |
| 3     | Service charges towards removal of damage parts of chair like wheels, hydraulic and base of the chair and fixing of new base and castors to chairs on as is where is basis                                                    | 200nos   |          |        |
|       |                                                                                                                                                                                                                               |          | Subtotal |        |

Chair modal  
photo



### **Bidder Information Sheet**

|    |                                                               |  |
|----|---------------------------------------------------------------|--|
| 1  | Name of the organization                                      |  |
| 2  | Year of establishment                                         |  |
| 3  | Registered Office Address                                     |  |
| 4  | PAN No                                                        |  |
| 5  | GST No                                                        |  |
| 6  | Name & Designation of Authorized person:                      |  |
| 7  | Phone No.                                                     |  |
| 8  | Email-ID                                                      |  |
| 9  | Nature of the firm<br>(Proprietary/partnership/etc...)        |  |
| 10 | Whether Manufacturer/authorized dealer/retailer/Supplier etc. |  |
| 11 | Bank Details of the Agency:                                   |  |
|    | Bank Name                                                     |  |
|    | Bank Address                                                  |  |
|    | Bank Account Number                                           |  |
|    | IFSC Code                                                     |  |