



**OFFICE OF THE PRINCIPAL  
SILAPATHAR COLLEGE**

PO: SILAPATHAR – 787059, DIST: DHEMAJI (ASSAM)

Website: [www.silapatharcollege.edu.in](http://www.silapatharcollege.edu.in)

Email: [silapatharcollege@gmail.com](mailto:silapatharcollege@gmail.com)

NAAC Accredited with CGPA of 2.62 on 15/11/2015 as 'B' Grade

Phone & Fax: (03753) 246777, Mobile(s): (+91) 9435534268, 8472861787

---

No. SPC/RUSA/NIQ/2019-20/495

Date: 20/09/2019

## **Notice Inviting Quotation**

Separate sealed quotations are invited from reputed manufacturer/authorized dealers/registered suppliers affixing non refundable court fee of Rs 8.25 for technical and financial bids for supply of each **1.Laboratory Equipments and 2.Books & Journals** under RUSA scheme for Silapathar College. For details visit college website [www.silapatharcollege.edu.in](http://www.silapatharcollege.edu.in).

**Sd/-**

Dr. L.N Pegu

Principal

Silapathar College, Silapathar



**OFFICE OF THE PRINCIPAL  
SILAPATHAR COLLEGE**

PO: SILAPATHAR – 787059, DIST: DHEMAJI (ASSAM)

Website: [www.silapatharcollege.edu.in](http://www.silapatharcollege.edu.in)

Email: [silapatharcollege@gmail.com](mailto:silapatharcollege@gmail.com)

**NAAC Accredited with CGPA of 2.62 on 15/11/2015 as 'B' Grade**

**Phone & Fax: (03753) 246777, Mobile(s): (+91) 9435534268, 8472861787**

Ref.No. SPC/NIQ/RUSA/2019-20/497

Date: 20/09/2019

**Notice Inviting Tender**

Sealed Quotations affixing Court Fee Stamps of ₹ 8.25 (Rupees Eight and Paise Twenty-Five Only) are invited from intending Firm/Supplier for supply of Text Books & Reference Books for Degree Classes under CBCS syllabus of Dibrugarh University for Silapathar College, Silapathar to be funded by **RUSA - 1.0 (Assam)**(List will be provided to selected firms).The selection will be made considering financial norms such as discount rates as well as reputation/experience of Firms.

Quotations have to be submitted **on or before 30/09/2019**. No quotation will accepted after the due date. Concerned Tender Papers will be available from **24/09/2019 to 30/09/2019 up to 4.00 PM**.

For further details contact: **9435534268/8876068776** or the office of the undersigned during office hours.

The details of the supply of Books and References to be done are as follows:

Sl No	Project ID	Name of Supply Materials	Token Earnest money (Refundable)	Cost of Tender paper (Non-refundable)	Cost of Tender Value
2.	1.0/C-8395/03/926	Books &Journal	@2% of the total amount	Rs 500/	Rs 9,23,370.00

**Sd/-**

Dr. L.N Pegu

Principal

Silapathar College, Silapathar



**OFFICE OF THE PRINCIPAL  
SILAPATHAR COLLEGE**

PO: SILAPATHAR – 787059, DIST: DHEMAJI (ASSAM)

Website: [www.silapatharcollege.edu.in](http://www.silapatharcollege.edu.in)

Email: [silapatharcollege@gmail.com](mailto:silapatharcollege@gmail.com)

NAAC Accredited with CGPA of 2.62 on 15/11/2015 as 'B' Grade

Phone & Fax: (03753) 246777, Mobile(s): (+91) 9435534268, 8472861787

---

Sl No. 01

**Silapathar College, Silapathar  
Money Receipt**

Date: .....

Received with thanks from.....

the sum of Rs.....(Rupees..... only) in cash/ by

Cheque/Demand Draft No..... Dated..... Against the cost of

Tender Paper for supply and Installation of Laboratory Equipments & Books and Journals

under Infrastructure Grants RUSA 1.0

Signature

Signature

Institutional Coordinator,

Collector



**OFFICE OF THE PRINCIPAL  
SILAPATHAR COLLEGE**

PO: SILAPATHAR – 787059, DIST: DHEMAJI (ASSAM)

Website: [www.silapatharcollege.edu.in](http://www.silapatharcollege.edu.in)

Email: [silapatharcollege@gmail.com](mailto:silapatharcollege@gmail.com)

**NAAC Accredited with CGPA of 2.62 on 15/11/2015 as 'B' Grade**

**Phone & Fax: (03753) 246777, Mobile(s): (+91) 9435534268, 8472861787**

---

**ELIGIBILITY CRITERIA**

1. The supplier should have at least 3 years experience of similar works /supply.
2. The bidder's firm must be incorporated and registered in India under the Indian Companies Act/Societies registration Act/Trust Act/ any other Act or any Govt. Regd. firm doing similar work and should be in operations in India for minimum 5 years.
3. The bidders should have average annual financial turnover during the last three years turnover of Rs. 10.00 Lakhs (Please submit income tax return certificate for the last three years).
4. The bidders should have experienced of having successfully completed supply of similar nature of job in State/Central Govt./PSUs during the last year (Please submit attested copies of work order at least Rs. 5.00 Lakhs or equivalent to Tender Value (Single order)/ Completion Certificate). Proof of at least Five years Purchase Orders/Work Experience for similar kind of work supplied/completed in last three years have to be submitted along with the quotation.
5. Self declaration that the bidder has not been barred by any PSU/Govt. Dept in doing business with them.
6. The bidders should have valid GST registration Certificate with up to date Return (as applicable) with PAN, GST, I.Tax, Trade License and other credential for works done.

**TERMS AND CONDITIONS**

1. All the terms and conditions are subject to the general terms and conditions of govt. purchase.
2. The College reserves the right to accept or rejects any or all the bids without assigning any reason thereof.
3. The cost of the entire item should be including Delivery/freight charge.
4. No extra cost will be borne by the college.
5. Payment will be made in favour of the selected bidder as per RUSA guidelines on successful completion of the works and observations of necessary formalities as the authority deems fit from time to time.
6. Tender papers have to be collected from office of the undersigned within stipulated dates as mentioned below on showing necessary documents as mentioned and payment of non- refundable tender paper fees in the form of DD in favour of Principal, Silapathar College payable at SBI, Kulajan Branch, Silapathar.
- 7..Any supplementary work (if necessary) will be allowed on written order from the office of the undersigned in consultation with the concerned Engineer and RUSA Project Monitoring Unit and payment for the same will be made as per with the quoted rate.
8. The supplier shall enter into a formal contract with the college within three days from the date of receipt of intimation of their selection. They shall further get prior approval of the draft copy of the agreement from the College.
9. The suppliers should submit their quotes as per prescribed format attached in Annexure I. Any deviation from the said format will attract rejection of the bid without any further communication.
10. Acceptance of lowest tender is not obligatory and the undersigned reserves the right to accept or reject any or all the tenders without assigning any reason what so ever and also to split up the tendered work to more than one supplier in the interest of scheme of execution.
11. Since the entire work will be financed from RUSA Project Grant, payment will be made as and when the fund is available.
12. Application for tender must include attested certificate copy of valid GST, I.Tax, P.Tax, Trade License, Pan Card and credentials for works done.
13. No advance payment will be made. Payment will be made only after successful Completion of works and receipt of the materials in good conditions.



**OFFICE OF THE PRINCIPAL  
SILAPATHAR COLLEGE**

PO: SILAPATHAR – 787059, DIST: DHEMAJI (ASSAM)

Website: [www.silapatharcollege.edu.in](http://www.silapatharcollege.edu.in)

Email: [silapatharcollege@gmail.com](mailto:silapatharcollege@gmail.com)

**NAAC Accredited with CGPA of 2.62 on 15/11/2015 as 'B' Grade**

**Phone & Fax: (03753) 246777, Mobile(s): (+91) 9435534268, 8472861787**

- 
14. Tax will be deducted at source as per Government norms.
  15. The list of item may change (either increase or decrease) depending on the availability of fund as well as requirement.
  16. In the event of any kind of holiday the quotations shall be opened on the next working day of the College.
  17. The rate should be quoted in figures as well as in words.
  18. Eligible bidders may be present at the time of opening of financial tender.

**IMPORTANT DATES**

**BID REFERENCE**

Date of issue of Tender documents

Closing date and time for submission of bids

Date, time & place of opening the bidding documents

**Date and Time**

24/09/2019 to 30/09/2019

30/09/2019 up to 4.00 PM

03/10/2019 up to 12.00 noon

Office of the Principal  
Silapathar College, Silapathar

**INSTRUCTION TO BIDDERS**

**BIDDER TO BEAR COST OF PURCHASE OF TENDER DOCUMENT**

The Bidder shall bear all the costs associated with the preparation and submission of the bid. The purchaser in any case will not be responsible or liable for these costs regardless of the conduct of the bidding process.

**AMENDMENT OF BID DOCUMENTS**

- i) At any time prior to the date of submission of bids, the purchaser may for any reason modify the Bid documents.
- ii) The amendment, if any will be notified on the College Website [www.silapatharcollege.edu.in](http://www.silapatharcollege.edu.in). Bidders are advised to visit the website for updates on this tender.

**Extension of Time**

In order to give required time to the prospective Bidders in which to take the amendments into action in preparing their bid, the purchaser may at its direction extend the deadline for submission of bid suitably.

**BID PRICE**

The rate of discount percentage quoted by the bidder shall remain firm during the entire period of the contract and shall not be subject to variation on any account.

**VALIDITY OF THE BID**

Bid shall remain valid for 120 days after the date of technical and Financial Bid opening. The bid valid for a shorter period shall be rejected by the purchaser as non responsive.

**SIGNING OF THE BID**

- i) The original copy of the bid shall be signed by the bidder or a person duly authorized by the bidder. In case of authorization the Authorization should be in the shape of an affidavit.
- ii) All pages of the original bid shall be initiated by the person signing the bid. The bid shall contain no interlineations, erasures or overwriting. In case of corrections, the person signing the bid shall give initial against each correction.

**DEADLINE FOR SUBMISSION OF BID**



**OFFICE OF THE PRINCIPAL  
SILAPATHAR COLLEGE**

PO: SILAPATHAR – 787059, DIST: DHEMAJI (ASSAM)

Website: [www.silapatharcollege.edu.in](http://www.silapatharcollege.edu.in)

Email: [silapatharcollege@gmail.com](mailto:silapatharcollege@gmail.com)

**NAAC Accredited with CGPA of 2.62 on 15/11/2015 as 'B' Grade**

**Phone & Fax: (03753) 246777, Mobile(s): (+91) 9435534268, 8472861787**

Bid must be received by the purchaser at the address specified and not later than the date and time specified in the NIQ. Any Bid received late by the purchaser shall be rejected automatically.

**MODIFICATION AND WITHDRAWAL OF BIDS**

No modifications of Bid shall be allowed unless there is any amendment made by the purchasers. The bidder may withdraw Bid with an application addressed to the Principal, Silapathar College, Silapathar. Once withdrawn, the same bidder must not Bid for the second time. Such Bids, if received, will be rejected.

**SUBMISSION OF BID**

Bids for Books & Journals are to be submitted in two Bid form comprising of

- 1) Technical Bid** : a) Documents containing eligibility criteria  
b) Other documentation  
c) Earnest Money @2% of the Tendered Value  
d) Money Receipt of Purchasing Tender Document

- 2) Financial/ Price Bid** : Financial Bid should contain the rate of discount including all taxes & FOR  
Annexure I : Rate of discount schedule in Percentage

The bid documents are to be sealed.

**N.B: The Financial Bids of only those Suppliers who qualify in technical bid evaluation by the concerned committee shall be opened. The financial bids of all those Suppliers who have failed to qualify in the technical bid will not be opened under any circumstances.**

**EARNEST MONEY (EM)**

EM @ 2% of total value for Books and Journals is to be submitted with Technical Bid in terms of Bank Draft drawn in favour of Principal Silapathar College, Silapathar.

**A single sealed envelope containing the two envelopes:**

- 1) Technical Bid Containing eligibility Criteria/Bank Draft of 2% EM
- 2) Financial/ Price Bid containing rates of discount percentage including all taxes and FOR shall be addressed to the Purchaser at the following address:

To,

The Principal Silapathar College, Silapathar, Assam- 787059

- The separate Envelops should be properly scribed “1. **TENDER FOR SUPPLY OF BOOKS AND JOURNALS.**
- The tender Box shall be sealed at the stipulated deadline for submission.
- The tender Box shall be opened at the stipulated time.
- The inner and outer envelops shall indicate the name and address of the Bidders to identify the Bid and to enable the bid to be returned unopened in case it is declared late or rejected.



**OFFICE OF THE PRINCIPAL  
SILAPATHAR COLLEGE**

PO: SILAPATHAR – 787059, DIST: DHEMAJI (ASSAM)

Website: [www.silapatharcollege.edu.in](http://www.silapatharcollege.edu.in)

Email: [silapatharcollege@gmail.com](mailto:silapatharcollege@gmail.com)

**NAAC Accredited with CGPA of 2.62 on 15/11/2015 as 'B' Grade**

**Phone & Fax: (03753) 246777, Mobile(s): (+91) 9435534268, 8472861787**

- 
- Bids submitted not in the manner prescribed are liable to be summarily rejected which will be the sole discretion of the Authority.

**PAYMENT AUTHORITY**

- i) Principal, Silapathar College, Silapathar, Assam, PIN-787059
- ii) Payment will be made only through PFMS Mode. No other mode of payment is allowed.
- iii) Earnest Money (EM) will be refunded immediately to those Bidders who are not selected & after 6 months from the date of supply to those who are selected without interest.

**DELIVERY SCHEDULE:**

Within 21 days from the date of issue of work order.

**DISPUTES**

In case of any disputes arises, Dhemaji shall be the jurisdiction.

**PRE- BID VISIT TO THE COLLEGE PREMISES:**

The Suppliers will be permitted to have a pre-bid visit to the College (only on the specified days as contained elsewhere in this notification) to enable them to have a realistic idea of the type & extent of the facilities which they are required to service. PLEASE NOTE THAT EXCEPT ON THE DESIGNATED DAYS, VISIT TO THE FACILITIES WILL NOT BE ALLOWED TO ANY PERSON UNDER ANY CIRCUMSTANCES. BASED ON THEIR VISIT & THE PRE-BID CONFERENCE WITH THE AUTHORITY, THE SUPPLIERS SHOULD SUBMIT THEIR QUOTES IN THE FOLLOWING FORMAT. ANY DEVIATION FROM THE SAID FORMAT WILL ATTRACT REJECTION OF THE BID WITHOUT ANY FURTHER COMMUNICATION.

**PRE-BID VISIT SCHEDULE:**

1. Date of Pre- bid visit: 28/09/2019 (Time: 10.00.A.M to 1.00 PM)

**Sd/-**  
Principal  
Silapathar College, Silapathar





**OFFICE OF THE PRINCIPAL  
SILAPATHAR COLLEGE**

PO: SILAPATHAR – 787059, DIST: DHEMAJI (ASSAM)

Website: [www.silapatharcollege.edu.in](http://www.silapatharcollege.edu.in)

Email: [silapatharcollege@gmail.com](mailto:silapatharcollege@gmail.com)

NAAC Accredited with CGPA of 2.62 on 15/11/2015 as 'B' Grade

Phone & Fax: (03753) 246777, Mobile(s): (+91) 9435534268, 8472861787

---

**SILAPATHAR COLLEGE, SILAPATHAR**  
**Details regarding Tender Papers Issue**

1. Name of the Account: Principal, Silapathar College
2. Name of the Bank: State Bank of India
3. Branch: Kulajan Branch
4. Address of Bank: Silapathar
5. Account No.: 11869171783
6. IFSC Code: SBIN0008506
7. MICR Code: 787002507

**Cost of Tender Papers:**

1. Supply of Books & Journals (Rs 500/-)

**Date of Collection of Tender Papers from 24/09/2019-30/09/2019**

**Last Date of Submission: 30/09/2019 Upto 4 P.M.**

**Address of the Institution:** Silapathar College, Silapathar

P.O: Silapathar

Dist: Dhemaji, Assam

PIN: 787059

**Email (o)**

[silapatharcollege@gmail.com](mailto:silapatharcollege@gmail.com)/rajupegu.2014@gmail.com

**Mobile:**

**9101821277/8876068776**

**Website:**

[www.silapatharcollege.edu.in](http://www.silapatharcollege.edu.in)

**Note:**

1. The cost of tender papers Rs 500/.each. The tender papers can either be downloaded from the college website or hard copy may be collected from the College during office hours after depositing Rs 500/-
2. The payment Receipt can be sent through email/whatsapp in the above mentioned mobile nos. incase of downloaded forms.
3. After transfer or deposit of the tender paper cost, the concerned bidder must inform the College Authorities about their details (in the given format below) in the above mentioned Email ID or Phone No.
4. The cost of Tender Papers shall have to be deposited to the above mentioned Bank A/C. or Cash in the College Office.
5. The Earnest Money @2% shall have to be deposited along with the Tender Papers by Demand Draft only in favour of Principal, Silapathar College, Silapathar.
6. Sealed Tenders Papers shall have to be submitted physically in the College Office.





**OFFICE OF THE PRINCIPAL  
SILAPATHAR COLLEGE**

PO: SILAPATHAR – 787059, DIST: DHEMAJI (ASSAM)

Website: [www.silapatharcollege.edu.in](http://www.silapatharcollege.edu.in)

Email: [silapatharcollege@gmail.com](mailto:silapatharcollege@gmail.com)

**NAAC Accredited with CGPA of 2.62 on 15/11/2015 as 'B' Grade**

**Phone & Fax: (03753) 246777, Mobile(s): (+91) 9435534268, 8472861787**

---

Name & Address of the Manufacturer /authorized dealer/registered supplier.	For Which (item) tender will be submitted.	Amount deposited for Tender Paper	Transaction no./ref no. with date	Contact Details (Email & Whatsapp No.)
	Supply of Books & Journals	500/		

**Sd/-**

Institutional Coordinator, RUSA  
Silapathar College, Silapathar.



**OFFICE OF THE PRINCIPAL  
SILAPATHAR COLLEGE**

PO: SILAPATHAR – 787059, DIST: DHEMAJI (ASSAM)

Website: [www.silapatharcollege.edu.in](http://www.silapatharcollege.edu.in)

Email: [silapatharcollege@gmail.com](mailto:silapatharcollege@gmail.com)

NAAC Accredited with CGPA of 2.62 on 15/11/2015 as 'B' Grade

Phone & Fax: (03753) 246777, Mobile(s): (+91) 9435534268, 8472861787

---

**Annexure – I  
Rate of discount Schedule in percentage (%)**

Sl. No.	Text Books		Reference Books	
	Hardcover	Paperback	Hardcover	Paperback
1.				
2.				

We Agree to supply the books at the quoted rate of discount within the period specified in the NIT.

Signature of Bidder :

Name & Designation :

Name & Address of the Firm :



**OFFICE OF THE PRINCIPAL  
SILAPATHAR COLLEGE**

PO: SILAPATHAR – 787059, DIST: DHEMAJI (ASSAM)

Website: [www.silapatharcollege.edu.in](http://www.silapatharcollege.edu.in)

Email: [silapatharcollege@gmail.com](mailto:silapatharcollege@gmail.com)

NAAC Accredited with CGPA of 2.62 on 15/11/2015 as 'B' Grade

Phone & Fax: (03753) 246777, Mobile(s): (+91) 9435534268, 8472861787

---

## **DECLARATION**

I.....Son/daughter/of  
Shri.....Proprietor /Partner/Director/ Authorized  
Signatory of.....am competent to sign this declaration and execute this tender  
document.

I have carefully read and understood all the terms and conditions of the tender and hereby convey  
my acceptance of the same.

The information/document furnished along with the above application are true and authentic to the  
best of my knowledge and belief. I/We am/are well aware of the fact that furnishing of nay false  
information/fabricated document would lead to rejection of my tender at any stage besides  
liabilities towards prosecution under appropriate law.

Signature of authorized person

Date:

Full Name:

Place:

Company's seal

N.B: The above declaration, duly signed and sealed by the authorized signatory of the company  
should be enclosed with Technical tender.