

VIDYASAGAR UNIVERSITY

MIDNAPORE - 721 102

Quotation Notice

Memo No. VU/R/82/2019 dated 11.01.2019

Sealed quotations are invited from the reputed parties/agencies for maintenance, cutting, cleaning and removing of grasses, bushes and shrubs etc. Last date of submission of quotation is 22.01.2019 upto 4-00 PM. For details please visit the University website : www.vidyasagar.ac.in

Dated : 11.01.2019

Dr. J. K. Nandi
Registrar

Pl. publish it in -

- (a) the Upatyaka.
- (b) the Sabyasachi Patrika.
- (c) the Sangbad Pratidin.
- (d) the University Website.

Copy for information to :

1. the Deputy Registrar (Administration) V.U.
2. Office of the Supdt., Registrar's office.
3. Sri Biplab Chakraborty for display in the website.

VIDYASAGAR UNIVERSITY

MIDNAPORE - 721 102

Quotation Notice

Memo No. VU/R/82/2019 dated 11.01.2019

Sealed quotations are invited from the reputed parties/agencies/vendors for maintenance, cutting, cleaning and removing of grasses, bushes and shrubs etc. in the campus of Vidyasagar University (both Academic & Residential Campus) to keep and make the University campus aesthetic and beauty. The quotations are to be submitted to the Registrar, Vidyasagar University, Midnapore - 721 102. **Last date of submission of quotation is 22.01.2019 upto 4-00 PM.**

Eligibility Criteria of Participation in the Tender :

- (a) Bonafide, resourceful and reliable vendors.
- (b) An undertaking should be given stating thereby that the Firm has not been debarred or penalized for any reasons out of work by any Government Department.
- (c) Subletting of Vendors is strictly prohibited.
- (d) The prospective bidders must have valid upto date clearance or Income-Tax Return/P.Tax Clearance Certificate/P.F. Deposit Challan/PAN Card/G.S.T. Registration Certificate.
- (e) The Vendors who have been de-listed or debarred by any Govt. Department shall not be eligible in any way.
- (f) Past performance for vendor will be judged (please attached three largest clients other than the Vidyasagar University)
- (g) Rate is to be inclusive of all taxes and transport charges etc.
- (h) The University reserves the right to accept or reject any quotation without assigning any reason whatsoever.

Terms & Conditions are given in a separate sheet.

TERMS AND CONDITION

1. CODE OF CONDUCT OF CONTRACTORS STAFF

The contractor will be responsible for the following code of conduct of their staff:-

- a) The contractor shall comply with all the by laws and regulations applicable in the matter of such workers as are engaged by it.
- b) The contractor's staff shall not disturb the employees of the University or make any sort of noise in the University premises.
- c) The contractor's workers shall be polite, courteous, well behaved and honest.
- d) The contractor shall be fully responsible and liable for any theft, burglary, fire or any other mischievous deed done by his workers.
- e) The antecedents of all the workers will be got verified from police by the agency before deployment for work.
- f) The contractor's workers shall not enter into any unlawful activity within the University premises and shall have a good moral character.
- g) The contractor shall be directly responsible for the payment of wages, which should not be less than the minimum wages, prescribed by the State Govt. and will include such other benefits as may be available to its employees under the relevant Acts and Regulations applicable in the State. The University shall not entertain any such claim of the person employed by the contractor and shall not be liable for it.
- h) Insurance and accident risks of the workers will be the responsibility of the contractor.
- i) All the workers of the contractor shall be free from infectious and communicable diseases.'

TERMS AND CONDITION

- j) The contractor will ensure that proper license from the concerned authorities, wherever applicable, are obtained promptly.
- k) The contractor shall in no case transfer the services it is required to perform under this agreement to any other contractor or person without prior permission from the University in writing.
- l) The University reserves the right to order any worker of the contractor to leave the premises of the University if his presence at any time is undesirable.

2. GENERAL CONDITIONS

(a) Agreement: For one year extendable for another year with the consent of both parties and outstanding performance of the work done during last year by the contractor.

(b) Terms of Payment: The University shall pay the agreed amount to the contractor on monthly basis after completion of the month and submission of a certificate by the Registrar of the University that the work has been done satisfactorily. In case the work is found unsatisfactory 50% payment will be withheld and it will be released only when the work is found as of quality and to the satisfaction of the University.

3. STOCK AND SUPPLIES

The contractor shall maintain sufficient stocks of various items such as the implements like spades, Belchis, Sickles, Ropes, baskets etc. so as to meet normal requirements. The contractor shall not be permitted to stop supplying any items for any reasons.

The University authority will decide the adequacy of any such items in the University campuses. The contractor will be bound by such decisions.

TERMS AND CONDITION

The university authority may provide a suitable place for keeping those implements, if he requires.

4. SUPERVISION

The contractor shall authorise a person to supervise the cleaning and maintenance service that will report to the designated officer or any other officer of the University so authorised as and when he is required to do so by the University.

5. RATES

Rates must be fixed on monthly for the whole unit, and for all items of work including cost of material. At times when work is taken for a period less than a month because of some reasons, etc., rates would be calculated for a day and payment made accordingly.

6. JURISDICTION

All matters connected with his shall be governed by the Indian law both substantive and procedural, for the time being force and shall be subject to the exclusive jurisdiction of Kolkata High Court/ Midnapore Court.

Technical Bid

01. Name of Company :
02. Complete Address & contact details. :
03. Name & Designation of the contact person. :
04. Details of work performed: during last three years. (Please enclose copy of work orders)
05. Details of PAN No. :
06. Details of GST No. :
07. Annual Turnover for the last three years (please enclose IT Return) :
08. Enclose sample photos of the project for which EOI is invited. : YES_____ NO_____

Signature and seal of the
Company/Organization/
Agency.

Financial Bid

Particulars	Rate per month	GST & others	Total Amount
TOTAL :			

Signature and seal of the
Company/Organization/
Agency.