

TENDER FORM FOR MEMENTOES, MEDALS AND TROPHIES OF ICAR-SPORTS MEET FEB. 2012

To,
The Chairman, Purchase Committee and
Dean, Faculty of Agril. Engineering
Dr. Panjabrao Deshmukh Krishi Vidyapeeth,
P.O. : Krishi Nagar, Akola 444 104 (M.S.)

Dear Sir,

1. In response to the tender notice published on University website <http://www.pdkv.ac.in> dated 03/01/2012; I/We submit herewith the tender form for supply of Mementoes, Medals and Trophies of ICAR- Sports Meet Feb. 2012.
2. I/We have thoroughly examined and understood the terms and conditions of the tender mentioned in Appendix-I and I/We agree to abide by them in full.
3. I/We offer to undertake the supply the Mementoes, Medals and Trophies of ICAR- Sports Meet- Feb. 2012 at quoted rates inclusive of all taxes, freight etc as given in Appendix-II. It is agreed that no additional charges other than those mentioned in Appendix-II would be payable to me/us.
4. I/We accept that the rates offered shall remain valid **for a period of six months from the date of execution of agreement.**
5. I/We shall be bound by communication of acceptance of the offer, dispatched within prescribed time.
6. I/We accept that the right to accept or reject whole or part of the tender without assigning any reason is reserved with the University. The decision of the University will be final and shall be binding on me/us.
7. As required by the terms and conditions of tender an amount of Rs. 2000/- as Earnest Money Deposit (E.M.D.) through Demand Draft (DD)/Banker's cheque (for local parties only) payable at State Bank of India, Dr.P.D.K.V., Akola Branch No. 2171, Akola bearing No. _____ dated _____ in favour of Assistant Registrar, College of Agril. Engineering & Technology, Dr. Panjabrao Deshmukh Krishi Vidyapeeth, Akola is enclosed.
8. I/We agree to undertake to supply the Mementoes, Medals and Trophies of ICAR Sports Meet Feb. 2012 at the location of office mentioned in final supply order and as per the specifications of the final orders within 15 days from the date of supply order.
9. I/We also agree to undertake to supply the Mementoes, Medals and Trophies of ICAR Sports Meet Feb. 2012 in full as per the terms and conditions and specifications against the supply order.
10. As per the terms and conditions, (Part-I of Appendix-I) I/We are submitting our offer in the sealed envelope containing documents as per the conditions of Appendix-I including rates quoted by me/us in Appendix-II.
11. I/We also agree that University has full rights to consider the offer only if the University is satisfied with information in the envelop submitted by me containing tender and necessary documents.
12. I/We hereby declare that the entries made in this tender form, i.e. in Part II of Appendix-I and Appendix-II are binding on me/us. I/We shall be bound by the Act to my/our authorized

representative duly constituted Attorney Shri _____ whose signature is appended hereto in the place specified for the purpose and of any other person who in future may be appointed by me/us in his place to carry on the business of this agency/firm. The intimation of such change will be given to the Chairman, Purchase Committee and Dean, Faculty of Agricultural Engineering, Dr. Panjabrao Deshmukh Krishi Vidyapeeth, Akola.

The following documents duly filled in and signed are enclosed along with the tender. The part I of Appendix-I being the terms and conditions is retained by me/us for my/our information and record.

Yours faithfully,

Place :

Date :

Signature of the Tenderer

Capacity in which signing : _____

Name and Address of the Tenderer : _____

Registration No. of the Tenderer : _____

List of Documents

- 1) Tender form (duly filled and signed by self / authorised person)
- 2) D.D. for Cost of tender form. of Rs. 100/- (Rupees one hundred only)
- 3) D.D. for E.M.D. of Rs. 2000/- (Rupees two thousand only)
- 4) Certificate of Manufacturer of the articles tendered.
- 5) Clients list and total experience in this field.
- 6) VAT No. / TIN No. / Registration certificate / Sales tax return form.
- 7) Part-II of Appendix-I (signed by self/authorised person)
- 8) Appendix-II (signed by self/authorised person)

1) For Cost of tender form, Bank Draft No. _____ Dated _____ for Rs.100

2) For EMD, Bank Draft No. _____ Dated _____ for Rs.2000

Signature of authorized representative /
constituted Attorney

Signature :

Name & Address : _____

APPENDIX-I

Terms and conditions governing supply of Mementoes, Medals and Trophies of ICAR Sports Meet Feb. 2012

Part-I

1. Sealed tenders are invited from manufacturers, who are willing to supply items as per the specifications mentioned in Appendix-II, during 10.30 to 17.30 hrs on working days and upto 12.00 hrs on last date i.e 24 /01/2012. **Tenders received late in person / by post will not be considered.** The tenders will be opened on closing date i.e 24/01/2012 at 03.00 pm in the presence of the intending suppliers who may desire to attend.
2. The rates, both in words and figures without any corrections or overwriting should be quoted in Appendix-II for each individual item separately. Any overwriting or rewriting should be duly countersigned. **The rates must be valid for six months from the date of execution of agreement.**
3. The intending Tenderer shall also have to enclose the selective catalogs, pictures of the mementoes supplied to other organizations. In the absence of the above, the offer may not be considered.
4. University will accept the tender for mementoes, medals and trophies mentioned in Appendix-II from the **Manufacturers only.** The Tenderer must enclose adequate documents to prove their claims. University reserves the rights to accept or reject tenders on this ground. The decision of the University regarding this will be final and shall be binding on Tenderer.
5. The Tenderer should quote the rates only in Appendix II after seeing the sample available in the office of the Chairman, Purchase Committee.
6. The tender form is available on the University website (<http://www.pdkv.ac.in>) and the Tenderer should provide the DD of Rs. 100/- as the cost of tender form. The sealed envelope should have the superscription **“TENDER FOR SUPPLY OF MEMENTOES, MEDALS AND TROPHIES OF ICAR Sports Meet Feb. 2012”** and be sent to The Chairman, Purchase Committee and Dean, Faculty of Agril. Engineering, Dr. Panjabrao Deshmukh Krishi Vidyapeeth, P.O. : Krishi Nagar, Akola 444 104 (M.S.).
7. The sealed envelope should contain
 - a) Tender form (duly filled and signed by self / authorised person)
 - b) D.D. for cost of tender form. of Rs. 100/- (Rupees one hundred only)
 - c) D.D. for E.M.D. of Rs. 2000/- (Rupees two thousand only)
 - d) Certificate of Manufacturer of the articles tendered.
 - e) Clients list and total experience in this field.
 - f) VAT No. / TIN No. / Registration certificate / Sales tax return form.
 - g) Part-II of Appendix-I (signed by self/authorised person)
 - h) Appendix-II (signed by self/authorised person)

8. The intending Tenderer should quote the rates inclusive of all expenses, charges, taxes, duties, transportation, packing and forwarding, insurance etc. i.e. All “Inclusive” with free delivery mentioned in Appendix-II. The Tenderer should quote the rates after inspection the specimen model (sample) available in the office of the Chairman, Purchase Committee and the Dean, Faculty of Agril. Engg., Dr. PDKV, Akola. The materials as per the specifications will have to be supplied within 15 days or as per the last date mentioned in the final supply order.
- 9) The Tenderer shall have to supply the Mementoes, Medals and Trophies in full as per the supply order.
- 10) If the Mementoes, Medals and Trophies supply is not completed within stipulated time limits, deduction @ 1% of the total cost of order value per week for extra time taken and will be deducted from the bill. However, the Vice Chancellor, Dr. Panjabrao Deshmukh Krishi Vidyapeeth, Akola may condone/relax this penalty and may grant extension upto the time limit as deem fit by him, provided the tenderer applies and satisfies about genuineness of the reasons for delay (upto 15/02/2012 only) in supply of Mementoes, Medals and Trophies.
- 11) The Tenderer shall have to deposit Earnest Money Deposit (E.M.D.) Rs. 2000/- through Demand Draft drawn on State Bank of India, Dr. PDKV, Branch Krishinagar, Akola (Branch No. 2171), payable to the Assistant Registrar, College of Agril. Engg. & Tech., Dr. PDKV, Akola and the same should be enclosed along with the tender. The tender without E.M.D. will not be considered at all. The DD of E.M.D. will be returned in case of unsuccessful tenderer on submission of application soon after the final decision. In case of successful Tenderer DD will be returned after final acceptance to the supplied Mementoes, Medals and Trophies.
- 12) The Specimen of “Agreement Bond” will be provided along with letter of acceptance to the tenderer whose rates are accepted by the University. The Tenderer shall have to execute agreement in the prescribed form on Government Court Fee Stamps/ paper costing Rs.100/-, which should be submitted to this office within specified time. The agreement received under seal and signature of tenderer will become legal agreement between the tenderer and the University, which will be binding on Tenderer.
- 13) If the successful Tenderer fails to comply with the supply order within the specified period or only part supply is made, The Chairman, Purchase Committee and Dean, College of Agril. Engineering, Dr. Panjabrao Deshmukh Krishi Vidyapeeth, Akola or respective authority or any officer authorized by him/them, will arrange for the alternative arrangement through any other manufacturer on risk, cost and expenses of the said tenderer, who shall have to bear and pay all additional expenditure incurred by the University in that behalf.
- 14) The quantity mentioned in Appendix II of this tender is subject to variation according to actual requirement of this University. The right to enhance or reduce the quantity of any tendered items and right to accept/reject whole or part of any tender, without assigning any reason, whatsoever, is reserved by this University. The decision of the University will be final and it shall be binding on the Tenderer.
- 15) On acceptance of the rates as per the approved tender and after completing necessary official formalities, the tenderer will be informed about the acceptance of his tender. The supply order will be placed by The Chairman, Purchase Committee and Dean, College of Agril. Engineering, Dr. Panjabrao Deshmukh Krishi Vidyapeeth, Akola.

- 16) As soon as the Tenderer delivers the tender in the office of the undersigned, it shall be binding on him and he shall not be able to withdraw or amend the offer.
- 17) **University also reserves the right to obtain the articles by negotiations from one or more of the tenderer, if in case the rates, quality, specifications or other terms and conditions etc of tenderer are not found suitable to this University.**
- 18) The University also reserves the right to accept or reject the supplies in full or in part which do not strictly stick up to the specifications or to accept the Mementoes, Medals and Trophies supplied with slight variations in specifications or with a condition that the rates accepted shall be reduced at such rates as the competent authority of the University may deem fit, looking to the variations and that such rates shall be binding on the tenderer.
- 19) In case of successful tenderer, the University for fulfillment of terms and conditions of tender shall retain the amount of Earnest Money Deposit (EMD) deposited by him. The University will not make any payment towards interest on such deposits.
- 20) Final payment will be made only after successful acceptance to the Mementoes, Medals and Trophies supplied and after completion of all the official formalities.
- 21) The credit bill should be presented in triplicate in the name of respective authority as quoted in final supply/work order. For any delay in payment (interest or any other kind of compensation) the University will not make any extra payment. This contract will be governed as per terms and conditions mentioned above, Agreement made and the provisions contained in M.A.U. Account Code, 1991. Delay in supply within the prescribed time limit or the extended time limit, making of supplies not up to the standard specification and performance or non-observance or non-acceptance of these terms and conditions by the tenderers shall constitute breach of contract and the EMD of the tenderer shall be forfeited by the University besides other actions or reduction bills of supplies and/or other legal actions and finally the decision of the University shall be binding on the Tenderer.
- 22) The right to accept or reject whole or part of the tender or all tenders without assigning any reasons thereof is reserved by the University.

Encl : 1) Part-II of Appendix-I
2) Schedule of supplies in Appendix-II

Sd/-

Place : Akola
Date : 03 /01 /2012

Chairman, Purchase Committee &
Dean, Faculty of Agril. Engineering
Dr. Panjabrao Deshmukh Krishi Vidyapeeth, Akola

Part-II

**Undertaking to be given by the tenderer for
“SUPPLY OF MEMENTOES, MEDALS AND TROPHIES OF ICAR
Sports Meet Feb. 2012”**

Whereas, the Chairman, Purchase Committee and Dean, Faculty of Agril. Engineering, Dr. Panjabrao Deshmukh Krishi Vidyapeeth, Akola has called the tender for “Supply of Mementoes, Medals and Trophies of ICAR Sports Meet Feb.2012” as per the enclosed Appendix -II.

I/We

_____ hereby offer our tender at the rates given in the enclosed Appendix -II duly filled in and signed by me/us and hereby also affix my/our signature(s) below this tender voluntary and full acceptance of all the terms and conditions of this tender, which shall be the agreement between the above tender calling authority and myself/ourselves.

Enclosed : Appendix-II

Place: Signature of the Tenderer : _____

Date : Name of the Tenderer : _____

Capacity in which signing: _____

Full address of the Tenderer : _____

with Seal/Stamp

:

APPENDIX – II

Specifications of Mementoes, Medals and Trophies

Sr. No.	Description	Rate quoted per unit (in Rs.)	
		In figures	In words
Mementoes :			
	As per design synthetic molding or wooden base with digital printing 3D laminated in 6 mm acrylic sheet with 1.75" height acrylic base as per sample.		
1	Size around 12 x 18 inches (with outer box of 4 mm acrylic material with back of 6 mm thickness).		
2	Size around 10 x 15 inches (with outer box of 4 mm acrylic material with back of 6 mm thickness).		
3	Size around 8 x 10 inches (without outer box).		
Medals :			
	Engraving of ICAR Logo on front side and Dr. PDKV Logo on back side.		
1	2.25 inches diameter with copper base, gold plating with 14 gauge sheet.		
2	2.25 inches diameter with copper base silver plating with 14 gauge sheet.		
3	2.25 inches diameter with copper base, bronze plating with 14 gauge sheet.		
Trophies :			
	As per design synthetic molding or wooden base with digital printing 3D laminated in 6 mm acrylic sheet with 1.75" height acrylic base as per sample.		
1	Size around 16 x 24 inches (with outer box of 4 mm acrylic material with back of 6 mm thickness).		
2	Size around 12 x 18 inches (with outer box of 4 mm acrylic material with back of 6 mm thickness).		
3	Size around 10 x 15 inches (with outer box of 4 mm acrylic material with back of 6 mm thickness).		
4	Size around 8 x 12 inches (with outer box of 4 mm acrylic material with back of 6 mm thickness).		

**Signature of the Tenderer
with Seal**